DOCUMENT RESUME

ED 024 430 52 LI 001 156

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The Development and Operation of a System to Reclassify Older Books and Process New Books Under the Library of Congress Classification System for a Public Library Currently Employing the Dewey Decimal Classification. Progress Report.

Providence Public Library, R.I.

Spons Agency- Office of Education (DHEW), Washington, D.C. Bureau of Research.

Bureau No- BR-7-8381

Pub Date 2 Jan 68

Grant- OEG-1-7-07831-4544

Note- 106p.; Related documents are LI 001 155 and LI 001 157, other project progress reports, and LI 001 158, the final report.

EDRS Price MF-$0.50 HC-$5.40

Descriptors- *Automation, *Cataloging, *Classification, Computer Programs, Electronic Data Processing, Input Output, Library Collections, *Library Technical Processes, Manuals, *Operations Research, Pilot Projects, Public Libraries, Worksheets

Identifiers- Dewey Decimal Classification, *Library of Congress Classification, Machine Readable Cataloging, MARC

This progress report on a pilot project involving the reclassification of 1,000 titles in the Providence Public Library using data processing techniques covers the period October 1, 1967, to December 31, 1967. The major activities and accomplishments, problems, significant findings and events, dissemination activities, staff time, and future activities are briefly outlined. Appendixes include: subject areas for conversion, a subject areas detail sheet, procedures, time and statistics sheets, programming specifications, an input worksheet, location symbols, catalog card samples, three encoding lessons, and reprints of two letters on the project which appeared in "Library Journal." (JB)

BR 7-8381
PA-52

JAN 8 - 1968

PROGRESS REPORT
Project No. 7-8381
Grant No. OEG-1-7-078381-4544

LI 001156

ED0 24450

THE DEVELOPMENT AND PILOT OPERATION OF A SYSTEM TO RECLASSIFY OLDER BOOKS AND PROCESS NEW BOOKS UNDER THE LIBRARY OF CONGRESS CLASSIFICATION SYSTEM FOR A PUBLIC LIBRARY CURRENTLY EMPLOYING THE DEWEY DECIMAL CLASSIFICATION.

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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December, 1967

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LI 001156

U.S. DEPARTMENT OF
HEALTH, EDUCATION, AND WELFARE

Office of Education
Bureau of Research

PROGRESS REPORT
Project No. 7-8381
Grant No. OEG-1-7-078381-4544

THE DEVELOPMENT AND PILOT OPERATION OF A SYSTEM TO RECLASSIFY OTHER BOOKS AND PROCESS NEW BOOKS UNDER THE LIBRARY OF CONGRESS CLASSIFICATION SYSTEM FOR A PUBLIC LIBRARY CURRENTLY EMPLOYING THE DEWEY DECIMAL CLASSIFICATION.

Stuart C. Sherman
Leo A. Pinson

PROVIDENCE PUBLIC LIBRARY
Providence, Rhode Island

January 2, 1968

The research reported herein was performed pursuant to a grant with the Office of Education, U. S. Department of Health, Education, and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their professional judgment in the conduct of the project. Points of view or opinions stated do not, therefore, necessarily represent official Office of Education position or policy.

U. S. DEPARTMENT OF
HEALTH, EDUCATION, AND WELFARE

Office of Education
Bureau of Research

OE Bureau of Research No. 7-8381
Period: October 1, 1967 to December 31, 1967

Grant No. OEG-1-078381-4544
January 2, 1967

Name of Institution: PROVIDENCE PUBLIC LIBRARY

Title of Project: THE DEVELOPMENT AND PILOT OPERATION OF A SYSTEM TO RECLASSIFY OLDER BOOKS AND PROCESS NEW BOOKS UNDER THE LIBRARY OF CONGRESS CLASSIFICATION SYSTEM FOR A PUBLIC LIBRARY CURRENTLY EMPLOYING THE DEWEY DECIMAL CLASSIFICATION.

Project Director: Leo A. Pinson

1. Major Activities and Accomplishments During this Period:

The contents and structure of the Providence Public Library's shelf list and authority files were studied in detail. Alternate methods of gathering copy information were explored. Discussions were held to determine how existing Inforonics programs could best be used to accommodate the characteristics of Providence Public Library requirements.

Decisions were made as to the method of gathering branch library copy information and the format of the new shelf list card.

Statistic gathering was examined with an exphasis placed upon the insuring of accuracy and causing the least inconvenience to project workers.

2. Problems:

NONE

3. Significant Findings and Events:

The items noted below resulted from activity pursued during October, November and December 1967.

Subject Areas for Conversion

A decision was made to spread the project sample through representative holdings of the Providence Public Library. Thus, the 1000 title sample should indicate potential problem areas in all Dewey Decimal classification ranges.

Procedure Manual

A detailed procedure manual was compiled for all aspects of the project.

Time and Statistic Sheets

Forms were designed to encompass all procedural areas. The compilation and analysis of these sheets will be instrumental in the projection of time requirements and costs for similar library undertakings.

Programming Specifications

Inforonics programs were examined and a Providence Public Library program developed based on MARC 1 codes. An input worksheet was designed.

Location Symbols

Existing Providence Public Library location symbols were examined and then either accepted, rejected or adjusted for Library of Congress Classification use. A combination of upper and lower case letters were adapted to ensure no confusion with LC upper case "alpha" symbols.

Catalog Card

A catalog card format was determined.

Encoding lessons

Three lessons were developed for use in training Providence Public Library Catalog Department professional personnel.

Staff Orientation

A joint branch librarian and department head meeting was held to instruct the participants in procedures. A similar meeting was held with all Catalog Department personnel.

(An example of all items listed above, with the exception of the last will be found in the Appendix)

4. Dissemination Activities:

A letter to the Editor of Library Journal, December 15, 1967 was published to bring the purpose of this project to the attention of professional librarians and to answer a charge brought by Mrs. Marie Henshaw in the Library Journal of October 15, 1967.

5. Capital Equipment Acquisitions:

NONE

6. Forms:

NONE

7. Other Activities:

Visits by Providence Public Library and Inforonics staff members were made to the University of Rhode Island and Welisley College for the purpose of examining Library of Congress cataloging and conversion procedures and exchanging information.

Conversion activities at the University of Buffalo were explored as was Input Services', Dayton, Ohio, work in placing the University of Michigan shelf list on machine readable tape. It was determined that no practical use could be made of the output produced by either project.

8. Staff Summary:

NAME	TITLE	FUNDS		PERCENT OF TIME (1)
		FEDERAL	LOCAL	
Leo A. Pinson	Project Director		$ 557.50	7 1/2%
Esther Small	Cataloger		13.20	2%
Elinor A. Hayden	Cataloger		14.00	2%
Marie D'Onofrio	Typist		35.00	1%
Winifred Fay	Clerk		35.00	1%
Marie R. Ferri	Secretary		62.50	1 1/4%
Ann T. Curran	Library Systems Analyst	$ 1,286.75 *		112 hours
Jim Agenbroad	Library Systems Analyst	120.96 *		12 hours
Robert Simmons	Systems Programmer	81.26 *		7 hours
	TOTAL	$ 1,488.87 *	$ 717.20	

(1) Percent of total as indicated in Proposal 7-8381

Period employed: All persons worked on the project from July 1, 1967 through September 30, 1967.

* Includes Direct Labor, Overhead and Payroll Benefits.

9. Future Activities Planned for Next Reporting Period:

Preliminary work having been completed, actual conversion will begin January 2, 1968. Providence Public Library shelf list cards will be sent to General Microfilm for copying and transfer to input worksheets. On return of the worksheets, all steps noted in the procedure manual will be followed.

10. Certification:

Signature of Contract Officer

Leo A.

Signature of Project Director

1/2/68

Date

January 2, 1968

Date

APPENDIX

Subject areas for conversion

Subject areas Detail Sheet

Procedures

Time Sheets

Statistic Sheets

Programming Specifications

Input Worksheet

Location Symbols

Catalog Card Samples

Encoding Lesson - 1
Encoding Lesson - 2
Encoding Lesson - 3

Library Journal --- Correspondence

PROVIDENCE PUBLIC LIBRARY
PROVIDENCE, RHODE ISLAND 02903

LIBRARY OF CONGRESS PILOT CONVERSION PROJECT RANDOM SELECTION OF SUBJECT AREAS FOR CONVERSION

Dewey Number	Total	
200	100	break by 10
300	150	break by 15
500 600	200	straight (100 of each)
700	200	straight
800	200	break by 20
900	150	break by 15

201 A44i Allport, Gordon Willard.
The individual and his religion.

to

201 B885p Brighton, Edgar Sheffield.
A philosophy of religion

---

210 B669n Boedder, Bernard.
Natural theology.

to

210.8 I35s In search of God and immortality.

---

220 A545a Anderson, Christopher.
The annals of the English Bible.

to

220 E66y Erdman, Charles Rosenburg
Your Bible and you.

---

230 B284d Barth, Karl, 1886-
Dogmatics in outline.

to

230 B989s Buttrick, George Arthur.
So we believe, so we pray.

R 242 A673p Atkins, G. G.
Pilgrims of the lonely road.

to

242 B346u Baughan, Raymond John
Underdiscovered country.

---

250 B716p Bonnell, John Sutherland.
Psychology for pastor and people

to

250 H656p Hiltner, Seward
Pastoral counseling.

---

260 B115c Babson, Roger Ward
Can these bones live.

to

261 Berton, Pierre, 1920-
The comfortable pew.

---

270 A976s Ayer, Joseph Cullem
A source book for ancient church history

to

270 D184c Daniel-Rops, Henry, 1901-
Cathedral and crusade.

---

280 B118c Bach, Marcus
The circle of faith

to

280 C59s Clark, Elmer Talmage.
The small sects in America

---

290 A64 Appleton, E. R.
An outline of religion.

to

290 B858r Brinton, Daniel Garrison.
Religions of primitive peoples.

---

301 A425L Allen, Gay Wilson.
Literary criticism.

to

301 B92L Buck, P. M.
Literary criticism.

R 310.2 G795n Green, E. A. (L.)
The Negro in contemporar
American literature.

to

R 310.3 R286 The reader's encyclopedia
American literature.

20.084 Briscoe, John d'Auby
85 A mapbook of English literature.

to

20.3 The new Century handbook of
53d English literature.

30.4 Boyesen, H. H.
79e Essays on German literature.

to

30.81 Hofmannsthal, H. H.
713s Selected prose.

40 Vincent, L. H.
77h Hotel de Rambouillet and the Precieuses.

to

40.8 Montaigne, M. E.
76w Works.

I350.4 Collins, Joseph.
C712i Idling in Italy.

to

I350.9 Gardner, E. G.
G226n The national idea in Italian literature.

360.4 Fitzmaurice-Kelly, James.
F557c Chapters on Spanish literature.

to

360.9 Brenan, Gerald
B837L The literature of the Spanish people.

370 Haight, Elizabeth Hazelton.
H194r The Roman use of anecdotes in Cicero, Livy and the satirists.

to

370.9 Duff, J. W.
D855Lh A literary history of Rome in the silver age.

380 Hamilton, Edith.
H217e The echo of Greece.

to

380.4 Martinengo-Cesaresco, E. L. H.
M385o The outdoor life in Greek and Roman poets.

390.108 Alger, W. R.
A39p The poetry of the Orient.

to

391.21 Bhartrihari
B575c A century of Indian epigrams.

Bq500 Alman, David
A445c Conquest.

to

B501 Planck, M. K. E. L.
Where is science going?

Bq600 Barach, Arnold B.
1975 and the changes to come.

to

B608 Abbot, C. G.
A12g Great inventions.

700 Bedford, John
B411L Looking in junk shops.

to

701 Maritain, Jacques.
M34c Creative intuition in art and poetry.

801 Addams, Jane.
A22d Democracy and social ethics.

to

801 Brown, Francis James, 1894-
B877s Sociology; with application t
nursing and health education.

10 Tracy, Merle Elliott.
762o Our country, our people, and theirs.

to

811.2 Gavett, George Irving.
28f2 A first course in statistical method.

---

20 Dahl, Robert Alan
131m Modern political analysis.

to

20.1 Bosanquet, Bernard, 1848-1923.
74p The philosophical theory of the state.

R
30 Andrews, Elisha Benjamin, 1844-1917
A566i Institutes of economics.

to

B830 Harris, Seymour Edwin, 1897-
H316i International and interregional economics.

---

40 Berman, Daniel M.
B516i It is so ordered.

to

40 Stryker, Lloyd Paul.
S928a The art of advocacy.

---

50 Dickinson, John, 1894-1952.
D55a Administrative justice and the supremacy of law...

to

51.1 Atkinson, Raymond Cummings.
A877p Public employment service in the United States.

---

60 Dunham, Arthur.
D917c Community welfare organization

to

60.7 Thomas, Edwin John
T455i In-service training and reduced work loads.

---

870 Johnson, William, 1917-
J71h A handbook for independent s
school operation.

to

870.1 Brameld, T. B. H.
Education for the emerging ag

B880 Kehr, Cyrus.
K26n A nation plan.

to

B880.16 Crighton, John Clarke.
C91 Business and government.

---

890 Bresch, Rudolph
C823h How did it begin.

to

891.62 Levy, Howard Seymour
L668c Chinese footbinding.

---

901 Adams, Brooks
A211L3 The law of civilization and decay.

toto

901 Beard, C. A.
B36 Wither manking.

910
A753w Arnold, Sir Edwin
Wandering worlds.

to

910 Brehm, Alfred Edmund.
B834f From North Pole to equator.

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92 McCabe, Joseph
A1166m Peter Abelard

to

92 Macilwain, George.
A1465m Memoirs of John Abernethy.

930 Baikie, James.
B15a The ancient East and its story.

to

930 Duncker, M. W.
D91h The history of antiquity.

940 Albrecht-Carrie, Rene
A341o One Europe.

to

940 Greenan, J. T.
G798u2 Units in world history.

950 Abend, Hallett.
A14j Japan unmasked.

to

950 Clyde, Paul Hibbert.
C649f4 The far east.

R
960 Africa report.
A258h A handbook of African affairs.

to

960 Haines, C. G.
H153a Africa today.

970 Adamson, H. C.
A22L Lands of new world neighbors.

to

970 Padilla, Ezequiel
P123f Freemen of America.

980 Akers, C. E.
A315h3 A history of South America.

to

980.1 Hanke, Lewis
H241s The Spanish struggle for justice.

990 Gratten, Clinton Hartley
G773s The Southwest Pacific to 1900.

to

991 Hughes, John
H893i Indonesian upheaval.

A. Sample Preparation (Entire Sample)

A-1 Select (count) the SL titles to be included in the project and remove them from the SL.

A-2 Check the filing in the sample and record the number of errors found on the Statistics Sheet -- Entire Sample.

A-3 Compile a chart indicating the Dewey numbers to be in the sample, make xerox copies, and send a copy to each Branch and Department.

A-4 Branches weed the sample sections of the SL and send the weeded SL cards to Central.

A-5 Stamp the SL cards with some sort of stamp to distinguish SL cards from AC cards. (It would seem that there would be less chance of error in doing this than in remembering to write something on each AC card that is pulled).

A-6 Separate the LC SL cards from the non-LC SL cards, count the no. of titles (not cards) in each category and record the numbers on the Statistics Sheet -- Entire Sample.

A-7 Match the non-LC SL cards against the AC and pull the AC cards, keeping SL cards separate from the AC cards.

A-8 Interfile the LC SL cards into the AC cards.

A-9 Send the SL and AC cards to General Microfilm for microfilming.

A-10 When the SL cards, the AC cards, and the input worksheets are returned, separate the SL cards from the AC cards.

A-11 Count the number of AC titles (this number should agree with the count in Step A-6), the number of LC AC titles, and the number of non-LC AC titles, and record the numbers on the Statistics Sheet -- Entire Sample.

A-12 Sort and refile the AC cards.

A-13 Interfile the SL cards that were microfilmed with the sample SL cards that were not microfilmed (those without LC copy).

A-14 Weed the sample SL cards.

A-15 Count the number of titles and volumes weeded (both Central and Branches).

A-16 Record the copy information for Central on the worksheets using the weeded SL as the source.

A-17 Record the copy information for each Branch and Department on the worksheets using their weeded SL as the source.

A-18 Scan each worksheet and remove those which do not contain any copy information.

A-19 Count the number of titles weeded, the number of titles weeded which were LC copy, and the number of titles weeded which were not LC copy.

A-20 Number the worksheets that have not been weeded with an automatic numbering machine.

B. Copy Preparation

B-1 Separate LC from non LC copy

B-2 Write established LC call numbers on sllps and sort slips by call number.

B-3 Search for LC copy, noting call number in LC call # position on bottom of SL card image; (other variations in LC copy?); LC call number for other editions; and the searching report in the space provided on the worksheet.

B-4 Separate worksheets with "Not found's " from others and set them aside.

B-5 Interfile worksheets with "Found" and "Found another edition" with the SL's and AC's containing LC copy.

B-6 Check all subject headings (LC copy and non LC copy) with LC lists and note worksheet where change was found.

B-7 Review the call numbers on LC copy, checking them in schedules and noting reasons for changes on worksheet.

B-8 Retrieve books from shelves for titles for which no LC call number information could be found. Note worksheet if book is missing from shelf. (We do not think that seeing the book will be required for most of the titles. If the book is not on shelf, it may be better to delay recalling it until the cataloger has seen the worksheet.)

B-9 Assign classification numbers. If must have book for reclassification, note worksheet accordingly.

B-10 Assign Cutter numbers checking slips to avoid conflicts (checking also new LC SL if deemed necessary)

B-11 Recheck shelves for books required for reclassification, recall if not found, and note worksheet.

B-12 Tag catalog copy with MARC I codes.

B-13 Proofread tagging.

B-14 Check that all worksheets are present (control #'s) and count and record the following.

LC copy found
LC copy found another edition
LC copy not found
Subject headings updated from 7th ed., and each list.
LC call numbers updated
Titles missing fromshelf at initial reclass. retrieval
Titles requiring recall for reclassification

B-15 Remove all Tally and Statistics Sheet except one used by Inforonics and send worksheets and Inforonics Tally to Inforonics.

C. Computer Run (Inforonics)

C-1 Key

C-2 Proofread

C-3 Correct

C-4 Computer run

C-5 Type out

D. Book Processing

D-1 Write (type) copy information on shelf list using worksheet as source.

D-2 Remove books from shelves

D-3 Match books against labels and worksheets

    A. Apply label to book card
    B. Apply label to book pocket
    C. Apply label to old DDC# in book
    D. Apply selin label and iron it on
    E. Check off copies processed on new LC SL card
    F. When books are missing, set aside labels and catalog cards (if no copy has been processed)

    G. When labels are missing set aside books for SNAG B Books No Labels processing.

D-4 Revise book processing against worksheet

D-5 Count and record on Statistics Sheet -- DDC Class

    A. The number of volumes processed
    B. The number of volumes missing and put them in Missing from Shelf file (arr'd by DDC #).

D-6 Arrange books by LC call numbers and reshelve.

E. Card Filing

E-1 Separate and file the SL AC, and Public Catalog cards pulling the old catalog cards from the Public Catalog cards.

SNAG A Processing (Labels No Books)

1. As books are returned, pull labels, etc. from "Missing from Shelf" file.

    A. Apply labels
    B. Set aside cards for filing, if present
    C. Check off volumes processed on new LC SL
    D. Revise book
    E. Reshelve book

2. Periodically (e.g. every 3 or 4 weeks) count the number of volumes still missing in each Dewey Class and record it on Statistics sheet.

3. Project Wind-up

    At end of project

    A. Count and record number of volumes still missing (using labels in Missing form Shelf File)

    B. Check to see if circulation or missing

    C. (If desirable) Make decisions regarding missing volumes (e.g. replace)

    D. Note decisions in new LC SL

    E. Pull from the old DDC SL all cards for titles that have been processed.

    F. Pull from Public Catalog old cards with DDC numbers that have not been replaced with new cards.

SNAG B Analysis (Books -- No Labels)

1. Check books against worksheets and fill out "SNAG B, Books No Labels" form through status.

2. Count and record on Dewey Class Statistics Sheet the no. of titles (forms) and the number of volumes (books).

3. Separate the forms into the following categories and put categories (a) - (c) in labelled boxes.

   A. No record for copy in old SL.
   B. No record for copy -- project transcribing error.
   C. No record for copy -- project keying error.
   D. No record for title in SL.

4. Check the "No record for title in SL" forms against the NAF. Note on form if found, and call # if different from call # on book.

5. Separate the forms into the following categories and put categories (a) + (b) into labelled boxes.

   A. In NAF, same call #
   B. In NAF, different call #
   C. Not in NAF.

6. Check the "Not in NAF" forms in the Public Catalog.

7. Separate the forms into the following categories and put them in labelled boxes.

   A. Not in NAF, in Pub. Cat.
   B. Not in NAF, not in Pub. Cat.

8. Count and record on Dewey Class Statistics Sheet the following:

   A. No record for dopy in old (DDC) SL
   B. No record for copy in new (LC) SL -- transcription errors
   C. No record for copy in new (LC) SL -- keying errors
   D. In NAF, same call #
   E. In NAF, different call #
   F. Not in NAF, in Pub. Cat.
   E. Not in NAF, not in Pub. Cat.

SNAG B Processing -- "No record for copy"

1. Pull books
2. Add copy no. to new SL card
3. Add copy no. to machine record (save forms)
4. Type the 3 pr. sens. labels
5. Type the selin label
6. Apply labels to books
7. Revise
8. Shelve

SNAG B Processing -- "In NAF (or Pub. Cat.) different call no."

1. If the (different) call no. has been reclassified;

A. Pull labels and catalog card (if no copies processed)
B. Process book
C. ~~Note date processed on worksheet~~ Check off copy on new LC SL
D. Reshelve book
E. Set aside cards for filing

2. If the (different) call no. is to be reclassified, change numbers on book to agree with catalog cards and shelf list (or note worksheet for (different) call no. is not in the reclassification sample, give to cataloger for review and correction.

SNAG B Processing -- "In NAF (or Pub. Cat.) same call no.

1. Reclassify and process manually (or make a shelf list card under old Dewey no. and file it in the old DDC SL and reshelve the book in the DDC shelves).

SNAG B Processing --"Not in NAF (or Pub. Cat.)

1. Give book to catalog for decision.

Time Sheet -- Entire Sample

Name ______________________________________ Date ___/___/___
(Last)   (First)   Mo., Day, Year

Act. #	Activity	From	To	Time Hrs.	Time Min.	Comment
A-1	Selecting					
A-2	Checking filing					
A-3	Compiling charts					
A-4	Branch weeding					
A-5	Stamping SL cards					
A-6	Counting SL cards					
A-7	Pulling AC					
A-8	Interfiling AC and SL					
A-9	Sending for mf					
A-10	Separating SL and AC					
A-11	Counting AC					
A-12	Refiling AC					
A-13	Interfiling LC and non LC SL					
A-14	Weeding Central					
A-15	Counting weeding					
A-16	Recording copy info., Central					
A-17	Recording copy info., Branches					
A-18	Removing weeded worksheets					
A-19	Counting weeded titles					
A-20	Numbering worksheets					

Time Sheet -- DDC Class ____________

Act. #	Activity	Date	Worker	From	To	Time	
						Hrs.	Min.
B-1	Separating LC from non LC copy.						
B-2	Writing LC estab'd. #'s and sorting.						
B-3	Searching						
B-4	Separating "Not Founds"						
B-5	Interfiling "Founds"						
B-6	Checking LC sbj. headings						
B-7	Reviewing LC estab'd. #'s						
B-8	Retrieving books						
B-9	Assigning LC class #'s						
B-10	Assigning Cutter #'s						
B-11	Recall books #(s) ________						
B-12	MARC tagging						
B-13	Proofreading MARC tagging						
B-14 B-14	Counting						
B-15	Sending to Inforonics						

Date rec'd ____________

Date ret'd ____________

INFORONICS

Time Sheet -- DDC Class ________

Act. #	Activity	Date	Worker	From	To	Time	
						Hrs.	Min.
C-1	Key						
C-2	Proofread						
C-3	Correct						
C-4	Computer Time						
C-5	Type out						

Time Sheet -- DDC Class ________

Act. #	Activity	Date	Worker	From	To	Time	
						Hrs.	Min.
D-1	Writing copy info. on new SL						
D-2	Removing books from shelves						
D-3	Matching books + applying lab.						
D-4	Revising book processing						
D-5	Counting						
D-6	Reshelving						
E-1	Card Filing						

Statistics Sheet -- Entire Sample

Filing errors in the SL	
LC titles in the SL	
Non-LC titles in the SL	
AC titles pulled	
LC titles in the AC	
Non-LC titles in the AC	
Titles weeded	
Titles weeded, LC copy	
Titles weeded, not LC copy	

Statistics

Statistics Sheet -- Entire Sample

Titles weeded	
Filing errors in SL	
SL titles in SL	
Non-LC titles in SL	
LC titles in AC	
SL missing in Central	

Statistics Sheet -- DDC Class ________

LC copy found	
LC copy found another edition	
LC copy not found	
Subject headings updated from 7th ed.	
Subject headings updated from 7/64 to 12/65 list	
Subject headings updated from 1/66 to 12/66 list	
Subject headings updated from 1/67 +	
LC call numbers updated because obsolete	
LC call numbers updated because treated differently	
LC call numbers updated because (other)	
Titles missing from shelf at initial reclass. retrieval	
Titles requiring recall for reclassification	
Volumes processed (Books on Shelf)	
Volumes missing from shelf / /next month/	

	Titles	Volumes
No. of SNAG B's (Books no labels)		
No. of "no record for copy"		
No. of "no record for copy"old SL error		
No. of "no record for copy" project error (transcr)		
No. of "no record for copy" project error (keying)		
No. of "no record for title"		
No. of "no record for title" in NAF, same DDC#		
No. of "no record for title" in NAF, different DDC#		
No. of "no record for title" Not in NAF, in Pub.Cat		
No. of "no record for title" Not in NAF, not in PC		

SNAG B-Books No Labels

DDC#

copy # (s)

Author-Title

__No record for copy
  __Not in old SL
  __Proj. err., transcribing
  __Proj. err., keying

__No record for title
  __In NAF
    __Same DDC
    __Diff. DDC
  __Not in NAF
    __In Pub. Cat.
    __Not in Pub. Cat.

Diff. DDC
______
______

Action Taken

SL Central Missing

DDC#

Author-Title

Copy Info. for Branches

FP ______
M ______
O ______
RO ______
SM ______
SO ______
W ______
WP ______

Programming Specifications -- Providence Public Library

I. Input

A. Cataloging Data

The cataloging data input will contain all the elements in the NEBHE input, plus control No. and the old Providence Call No. resulting in:

Tag	Element
10a	Personal name main entry
10b	Govt. body main entry
10c	Society or Institution main entry
10d	Religious body main entry
10e	Misc. corporate body main entry
10f	Uniform title main entry
15	Conventional title
20	Title
20g	Title main entry
25	Edition
29s	Date (original then copyright)
29r	Date (reprint then original)
29n	Date unknown
29m	Multiple date
29q	Date estimated
30	Imprint
32	Publ. Type (bibl., form, conf., j, suppl.)
40	Collation (no illus. or maps)
40m	Collation w/maps only
40i	Collation w/illus. only
40b	Collation w/both
41s	Language: single
41t	Translation & original
41m	Multiple language
41d	Dictionary
41g	Grammar
50	Series traced as is
51	Series not traced or differently
60	Notes
70	Subject tracings
71	Added Entry, Personal
72b	Added Entry, Govt.
72c	Added Entry, Society or Inst.
72d	Added Entry, Religious body
72e	Added Entry, Misc. corp. body
73	Added Entry, Uniform title
74	Added Entry, Title specified
74t	Added Entry, Title as in 20
75a	Series tracing Author & Title
75t	Series tracing Title only
80	Copy statement (2nd LC call no.)
83a	Nat'l. bibl. no (up to 15 char.)

Tag	Element
83b	Nat'l. bibl. no. (over 15 char.)
90	LC call no.
90n	Partial LC call no.
92	Dewey class no.
94	LC card no.

B. Request Data

The request data input will be the same as NEBHE except that control no. will be substituted for the LC Card No. resulting in:

Library Name
Control No.
Location, (Main or Branch)copy
Copy No.(s)
Location within Library (e.g. BIS)
Volume No.(s)
Local Call No. (if not using LC's)
If extra main entry cards are wanted
If cards, labels, or pockets are to be suppressed.

II. Ouptut

A. General

1. In each computer run the output should be by location rather than by title, i.e., all the cards for the main stacks in the main library, then all the cards for BIS, then Art, then Fox Point, etc.; all the selin labels for each location; all the pressure sensitive labels for each location.

2. Automatic determination of oversize should not be operating.

3. The three card-set formulae to be used are:

a. Main Library -- Main stacks

2 copies of main entry
1 copy of each added entry
1 copy of each subject entry
1 copy of shelf list card

b. Special locations within main library (BIS and Art)-Ref.

3 copy of main entry
2 copy of added entry
2 copy of each subject entry
2 ([illegible]) copy of shelf list card

c. Branches

1 copy of main entry
1 copy of each added entry
1 copy of each subject entry
1 copy of shelf list card

B. Contents and Format

1. Catalog Cards

The catalog cards will contain all the data that is included in NEBHE (which is all the coded data that is included on LC printed cards) with the following exceptions:

a. The old Providence Call No. will be printed at the bottom of the cards.

b. The Control No. will be printed on the bottom of the cards.

c. The Dewey Class No. given on LC printed cards will not be printed.

2. Shelf List Cards

The shelf list cards, both for the main library and the branches will contain:

a. Call No.

b. Main entry

c. Title (Title added entry portion) ✓

3. Selin Labels

The selin labels will contain:

a. Symbol for the branch or special location.

b. Call No. class letter 1st; main class # 2nd numeric 3rd; cutter 4th cutter dates etc. 5th

c. Volume No.

d. Copy No. (if not copy 1)

4. Pressure Sensitive Labels

a. To match up labels with books
   (1) Old Providence Call No.

b. New LC Call No. to cover old Call No. in books
   (1) LC Call No. (broken up as in margin of card)

c. Label for book card

(1) LC Call No., location symbol, volume no., copy no.

(2) Main entry(truncated)

(3) Title (truncated)

d. Label for book pocket

(1) LC Call No., location symbol, volume no., copy no.

(2) Main entry (truncated)

(3) Title (truncated)

Forms

INPUT WORKSHEET

Searching report

___42 ___58-62
___42-47 ___63-65
___48-52 ___66+
___53-57

___Found LC copy
___Found diff. ed.
_______________call #
___Not found

Subject heading updating

___No. of hd. changed.
Source
___7th ed.
___7/64 - 12/65
___1/66 - 12/66
___1/67+

LC call# updating

___# changed
___obsolete
___diff. treat.

Missing from Shelf--Reclass. Time

_______Date 1st ck
___Recall required
___Still missing, 2d ck
_______Date recalled Br. ___
_______Date rec'd.

PR
Control no.☐

	Location	Copy Data	Volume Data
AT☐	Main		
AT☐	Main	ART	
AT☐	Main	BIS	
AT☐	F.P.		
AT☐	M		
AT☐	O		
AT☐	RO		
AT☐	SM		
AT☐	SO		
AT☐	W		
AT☐	WP		

CN☐ ______________________________
Local Call No. (if not using LC's)

XC☐ ______________________________
Extra Main Entry Cards

N C L P ______________________________
No Cards, Labels, or Pockets

XERO COPY XERO COPY XERO COPY XERO COPY

PROVIDENCE PUBLIC LIBRARY

LOCATION SYMBOLS

CENTRAL LIBRARY

DEPARTMENT	SYMBOL			
Reference	Ref	Ref f		
Business	Bis	Bis Ref	Bis q	Bis Ref q
Art	Art	Art Ref	Art Ref f	
Young Adults	Ya	Ya q		
Book Selection	Bs			
Readers Advisor	Ra			
Bookmobile	Bkm	Bkm q		
Italian	Ita	Ita q		
Jewelry	Jewl	Jewl q		
Textile	Tex	Tex q		
Catalog	Cat			
Order	Ord			
Periodicals	Per Ref			
Circulation	q	f		

PROVIDENCE PUBLIC LIBRARY

BRANCH SYMBOLS

BRANCHES	SYMBOLS			
Fox Point	Fp	Fp Ref	Fp Ref q	Fp q
Mt. Pleasant	Mp	Mp Ref	Mp Ref q	Mp q
Olneyville	Ol	Ol Ref	Ol Ref q	Ol q
Rochambeau	Ro	Ro Ref	Ro Ref q	Ro q
Smith Hill	Sh	Sh Ref	Sh Ref q	Sh q
South Providence	Sp	Sp Ref	Sp Ref q	Sp q
Wanskuck	Wa	Wa Ref	Wa Ref q	Wa q
Washington Park	Wp	Wp Ref	Wp Ref q	Wp q

December 8, 1967

ref
HM Horton, Paul B
51 Sociology[by] Paul B. Horton [and]
.H64 Chester L. Hunt. New
York,McGraw-Hill [1964]
x, 582 p. illus., diagrs. 25 cm.
Bibliography: p. 537-562.

1. Sociology. I. Hunt, Chester
L.,joint author.

63017953

HM51.H64

ref
HM Horton, Paul B
51 Sociology[by] Paul B. Horton [and]
.H64 Chester L. Hunt. New
York,McGraw-Hill [1964]
x, 582 p. illus., diagrs. 25 cm.
Bibliography: p. 537-562.
1. Sociology. I. Hunt, Chester
L.,joint author.

63017953

HM51.H64

I. Hunt, Chester L.,joint author.

ref
HM
51
.H64

Horton, Paul B
Sociology[by] Paul B. Horton [and] Chester L. Hunt. New York,McGraw-Hill [1964]
x, 582 p. illus., diagrs. 25 cm.
Bibliography: p. 537-562.
1. Sociology. I. Hunt, Chester L.,joint author.

63017953

HM51.H64

SOCIOLOGY.

ref
HM
51
.H64

Horton, Paul B
Sociology[by] Paul B. Horton [and] Chester L. Hunt. New York,McGraw-Hill [1964]
x, 582 p. illus., diagrs. 25 cm.
Bibliography: p. 537-562.
1. Sociology. I. Hunt, Chester L.,joint author.

63017953

HM51.H64

---

ref
HM
51
.H64

Horton, Paul B
Sociology[by] Paul B. Horton [and] Chester L. Hunt. New York,McGraw-Hill [1964]
x, 582 p. illus., diagrs. 25 cm.
Bibliography: p. 537-562.
1. Sociology. I. Hunt, Chester L.,joint author.

63017953

HM51.H64

ENCODING LESSON I

This is a sample work sheet for encoding catalog data for machine processing. Normally a catalog card would be where this explanation is. The boxes are filled with "fixed field" data (so called because a fixed number of spaces is provided for each item). For instance, the four in "Date 1" means four spaces are available.

Tag 29 Publication Data

Key = s	if the title is the original printing with a known or probable data of publication; if a single date, put it in Date 1 and leave Date 2 blank; if a copyright date is given too put it in Date 2.
Key = r	if the work is a reproduction; put date of reproduction in Date 1 and that of original in Date 2.
Key = n	if date of publication is unknown; Date 1 and 2 blank.
Key = m	if a multiple date; initial date in Date 1 and terminal date, if known, in Date 2, if unknown put 9999 in Date 2.
Key = q	if date is known only to the decade or century; Date 1 1800 and Date 2 1899 if imprint is 189-. Date 1 1800 and Date 2 1899 if imprint is 18--.

Place and Name are left blank.

Height is the spine length in centimeters rounding off all fractions to the next full no.: 19 1/2 cm = 20.

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type.

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

I.2

Tag 41 Language

Class = s if the work is in only one language (not a translation) put the code for the language in Lang. 1.

Class = t if the work is a translation; put the code for language of the work in Lang. 1 and the code for the original in Lang. 2 (if the original is unknown unk in Lang. 2; if the work is translated from several put mulz in Lang. 2)

Class = m if the work contains several languages; principal language in Lang. 1 and the second in Lang. 2 (If more than 2 add a Z as last character in Lang. 2).

Class = d if bilingual dictionary; use Lang. 1 and Lang. 2 as with translations above.

Class = g if the work is a grammar or reader for learning a foreign language; in Lang. 1 put the language of the student; in Lang. 2 the language being learned.

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

COMMON LANGUAGE CODES

eng.	English	ara	Arabic	ger	German	jap	Japanese
		chi	Chinese	grcf	Greek, Ancient	latd	Latin, Ancient
		dut	Dutch				
		fre	French	heb	Hebrew	por	Portugese
				ita	Italian	rus	Russian
						spa	Spanish

Tag 32 Publication Type

Biblio: x= the work is or includes a bibliography; if not leave blank.

Form: m= monograph

s= serial

Conf.: x= the work contains the proceedings or a report of a conference meeting or symposia; if not leave blank.

Juvenile: x= a work for children or one on LC's annotated cards program (includes books about children's literature); if not blank.

Suppl.: Leave blank unless work includes a "dashed on" supplement or index. Such supplements will be treated as a separate record on a separate worksheet and a number for the supplement (one character) used in this box on the worksheet for the supplement to distinguish it.

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

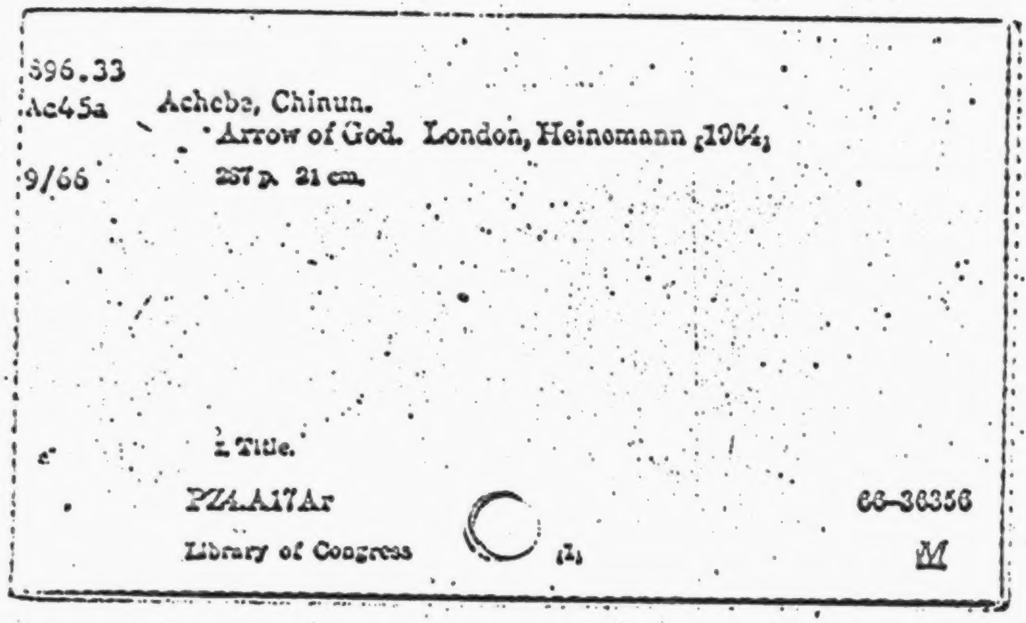
Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

Fill in the fixed field data for this catalog card:



596.33
Ac45a Achebe, Chinua.
Arrow of God. London, Heinemann [1964]
9/66 257 p. 21 cm.

I. Title.

PZ4.A17Ar 66-36356

Library of Congress [2] M

Hint: always use lower case letters.

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	

Compare your results with those on the following page

I.5

896.33
Ac45a

Achebe, Chinua.
Arrow of God. London, Heinemann [1964]
287 p. 21 cm.

9/66

1. Title.

PZ4.A17Ar
Library of Congress [1]

66-36356
M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 s	4 1964	4	4	4	2 21

Language

	Class	Lang. 1	Lang. 2
41	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

Now supply the fixed fields for this card

HX
314
.B85
1965

URI

Bukharin, Nikolaĭ Ivanovich, 1888–1938.
Historical materialism; a system of sociology. Authorized translation from the 3d Russian ed. New York, Russell & Russell, 1965.

318 p. 23 cm.

"First published in 1925. Reissued, 1965."
Includes bibliographies.

1. Socialism. 2. Dialectical materialism. nLHP

HX314.B85 1965 335.411 64-66389

Library of Congress [3]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Supp.
32	1	1	1		

Compare your results with those on the next page

HX 314 .B85 1965

Bukharin, Nikolaĭ Ivanovich, 1888-1938.
Historical materialism; a system of sociology. Authorized translation from the 3d Russian ed. New York, Russell & Russell, 1965.

318 p. 23 cm.

URI

"First published in 1925. Reissued, 1965."
Includes bibliographies.

1. Socialism. 2. Dialectical materialism. rLHP

HX314.B85 1965 335.411 64-66380

Library of Congress ;3;

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 r	4 1965	4 1925	4	4	2 23

Language

	Class	Lang. 1	Lang. 2
41	1 t	4 eng	4 rus

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

12-15-67

Main entry personal author

Imprint. Delimiters (<) separate the place, publisher and date & follow date

~~813.5~~ 10a
~~M291f~~ Malamud, Bernard.

Title → 20 The fixer. 30 New York, < Farrar, Straus and Giroux, < 1966, <

40 335 p. 22 cm.

~~9/66~~

Collation

74 t 1. Title.

90 PZ4.M237Fi

Library of Congress [5]

94 66-20164

LC call no.

LC card no.

Title traced as in 20 above,

Single date of original

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1966	4	4	4	2 22

Language

	Class	Lang. 1	Lang. 2
41	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

Single language

In English

Monograph

I.9

813
L57m

Levin, Meyer.
My father's house. New York, Viking Press, 1947.
192 p. 21 cm.

MU

I. Title.

PZ3.L578My
Library of Congress

47-30778*

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

813
L57m 10 Levin, Meyer.
20 My father's house. 30 New York, Viking Press, 1947.
40 102 p. 21 cm.

MH

74 I. Title.
90 PZ3.L578My
Library of Congress 9 47-30778*

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 s	4 1947	4	4	4	2

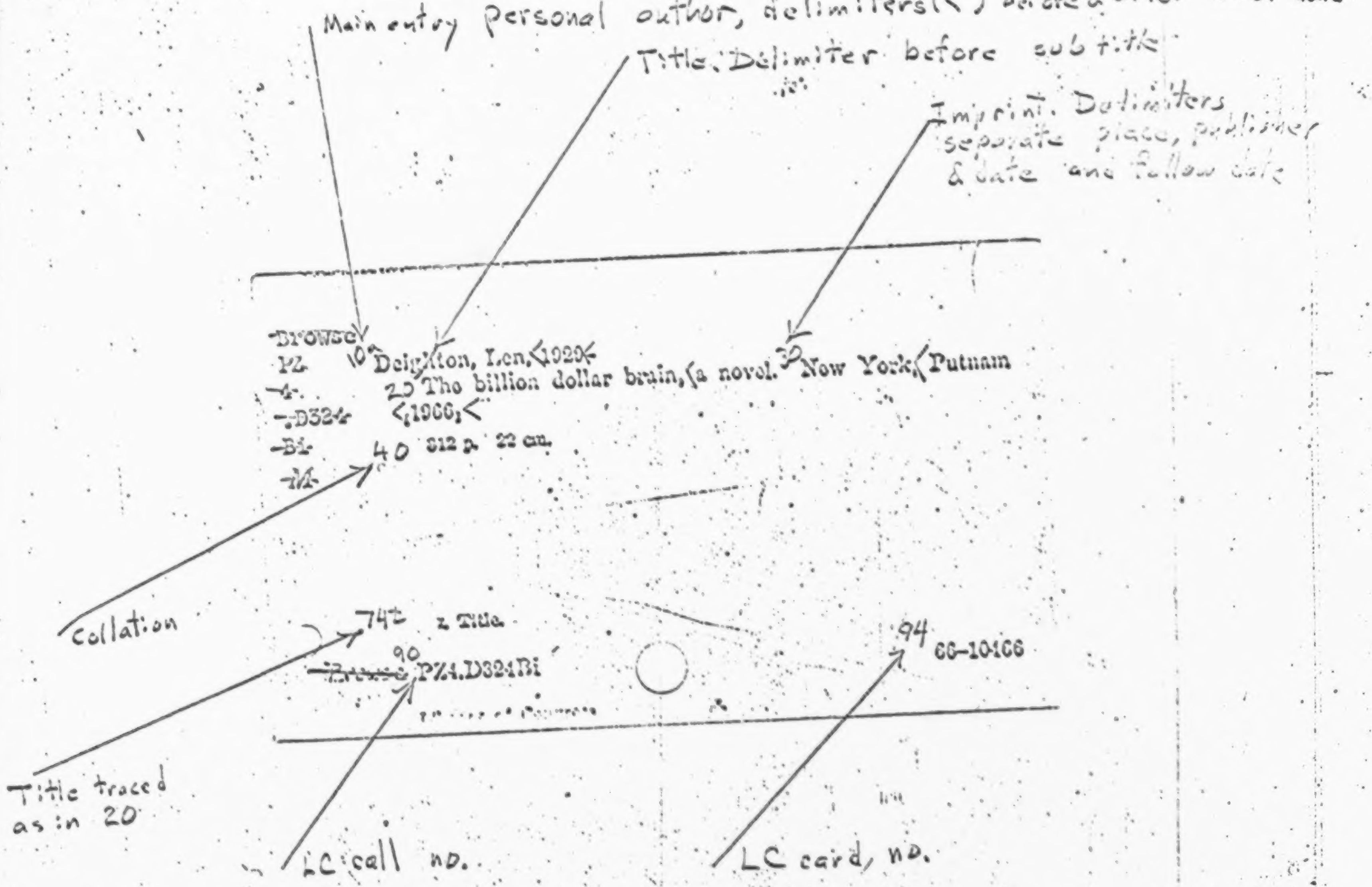
Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	

10-25-67



Main entry personal author, delimiters (<) before & after first date

Title. Delimiter before subtitle

Imprint. Delimiters separate place, publisher & date and follow date

~~Browse~~
PZ
4
.D324
Bi
M

10 Deighton, Len,<1929<
20 The billion dollar brain,<a novel. 30 New York,<Putnam
<,1966,<
40 312 p. 22 cm.

Collation

742 I. Title.

~~Browse~~ 90 PZ4.D324Bi

94 66-10166

Title traced as in 20

LC call no.

LC card, no.

Single date of original

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 s	4 1966	4	4	4	2 22

Language

	Class	Lang. 1	Lang. 2
41	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

Single language

In English

Monograph

I 12

812
A313t

Albee, Edward, 1928–
Tiny Alice, a play. New York, Atheneum, 1965.
100 p. 22 cm.

MU

I. Title.

PS3501.L178T5 812.54 65-15904

Library of Congress [5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	7

12-15-67

I, 13

~~812~~
~~A613t~~

10a Albee, Edward,<1928-
20 Tiny Alice,<a play.30 New York,<Atheneum,<1965.<
40 100 p. 22 cm.

MU

74t I. Title.

90 PS3501.L178T5 92 812.54 94 65-15904

Library of Congress

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 s	4 1965	4	4	4	2 22

Language

	Class	Lang. 1	Lang. 2
41	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 M	1	1	1

Main entry personal author delimiter before and after first identifying date

Title, despite punctuation no delimiter as all of it is needed

Imprint. Delimiters (<) separate the place, publisher and date and follow date

~~813.5~~ 10a Borowik, Ann,<1930<
~~B646L~~ 20 Lions, three: Christians, nothing. 30 New York,<Pantheon
Books<1965,<
40 247 p. 22 cm.
~~10/65~~

Collation

74C I. Title.

Title traced as in 20.

90 PZ4.B7356Li 94 64-18342
Library of Congress M

LC call no.

LC card no.

Single date of original

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1965	4	4	4	2 22

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

Single language

In English

Monograph

813.5
C386p Chase, Mary Ellen, 1887–
The plum tree. New York, Macmillan Co., 1949.
96 p. 21 cm.

I. Title.

PZ3.C3901Pl 49—11252*

Library of Congress [58k½]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

12-15-67

813.5 10a
C386p Chase, Mary Ellen,<1887-
20 The plum tree.30 New York,<Macmillan Co.,<1949.<
40 98 p. 21 cm.

74t I. Title.

90 PZ3.C3901Pl 94 49—11252*

Library of Congress [58k½]

INPUT WORKSHEET

Publication Data

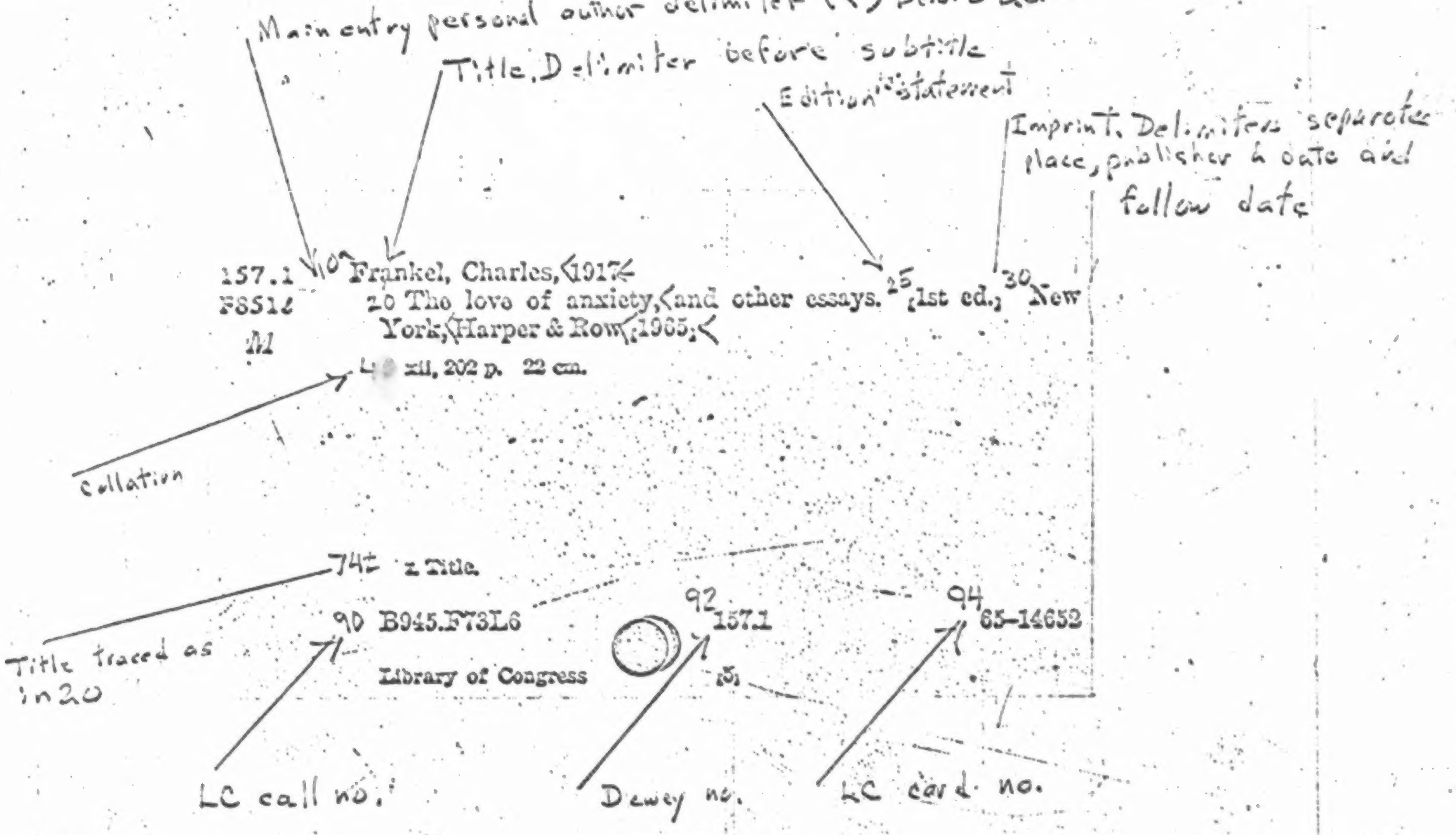
	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1949	4	4	4	2 21

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1



Main entry personal author delimiter (<) before & after first identifying date

Title. Delimiter before subtitle

Edition statement

Imprint. Delimiters separate place, publisher & date and follow date

157.1 10 Frankel, Charles,<1917<
F851l 20 The love of anxiety,<and other essays. 25 [1st ed.] 30 New
M York,<Harper & Row<,1965,<
40 xii, 202 p. 22 cm.

Collation

74t I. Title.

Title traced as in 20

90 B945.F73L6 92 157.1 94 65-14652

Library of Congress [5]

LC call no.

Dewey no.

LC card no.

Single date of original

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1965	4	4	4	2 22

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 M	1	1	1

Single language

In English

Monograph

813.5 Colby, Merle Estes, 1902–
C672b The big secret, a novel. New York, Viking Press, 1949.
vi, 375 p. 21 cm.

I. Title.

PZ3.C6714Bi 49-8035*

M

Library of Congress [5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

[illegible]

I,19

813.5 10a Colby, Merle Estes,<1902-
C672b 20 The big secret,<a novel. 3a New York,<Viking Press,<1949.<
40 vi, 375 p. 21 cm.

742 I. Title.

90 PZ3.C6714Bi .94 49-8635*

Library of Congress [5] M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 5	4 1949	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1 5	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 M	1	1	1

I, 20.

813.5
W915y Wouk, Herman, 1915-
Youngblood Hawke, a novel. [1st ed.] Garden City, N. Y., Doubleday, 1962.
783 p. 24 cm.

Aug 1-66 c.1
c.2
I. Title.

PZ3.W923Yo 62—7698 ‡
Library of Congress [62q5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	7

12-15-67

I,21

~~813.5~~ 10a
~~W91-5y~~ Wouk, Herman, 1915-
20 Youngblood Hawke, a novel. 25 [1st ed.] 30 Garden City, N. Y., Doubleday, 1962.

40 783 p. 24 cm.

~~aug 1-66 c.1~~

~~c.2~~
74t I. Title.

90 PZ3.W923Yo 94 62—7698 ‡

Library of Congress [62c5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1962	4	4	4	2 24

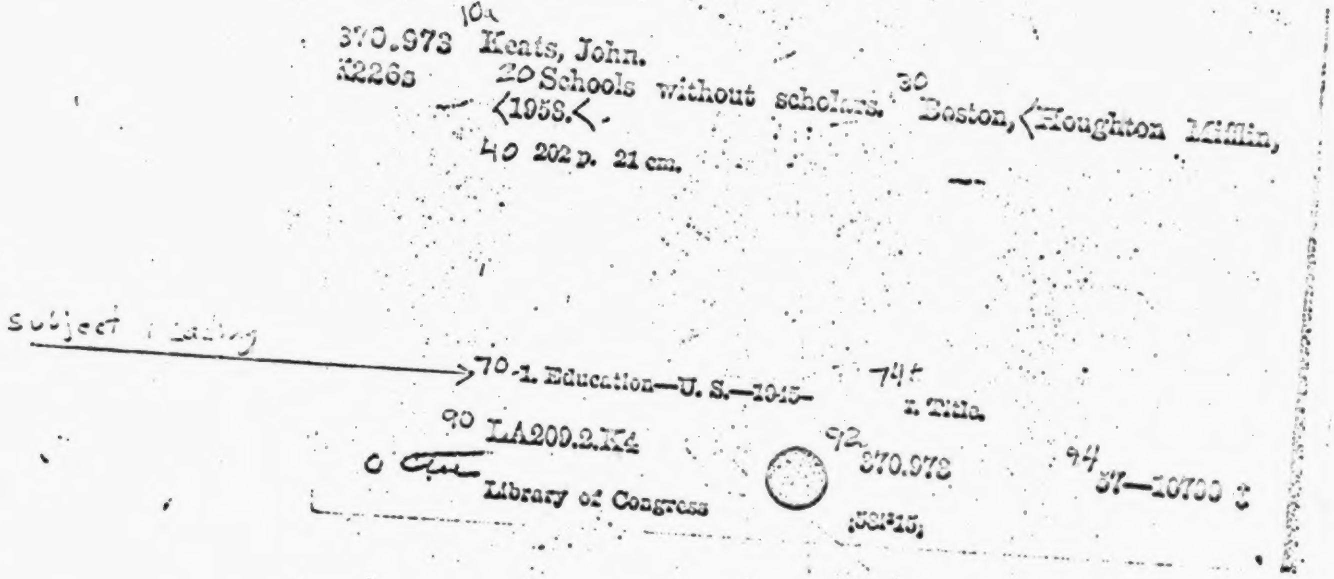
Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

ENCODING LESSON II



370.973 10a Keats, John.
K226s 20 Schools without scholars. 30 Boston, Houghton Mifflin,
1958.
40 202 p. 21 cm.

Subject heading → 70 1. Education—U. S.—1945- 74t I. Title.

90 LA200.2.K4 92 370.973 94 57—10700 ‡
Library of Congress [58f15]

INPUT WORKSHEET

Publication Data

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29	1 S	4 1958	4	4	4	2 21

Language

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41	1 S	4 eng	4

Publication Type

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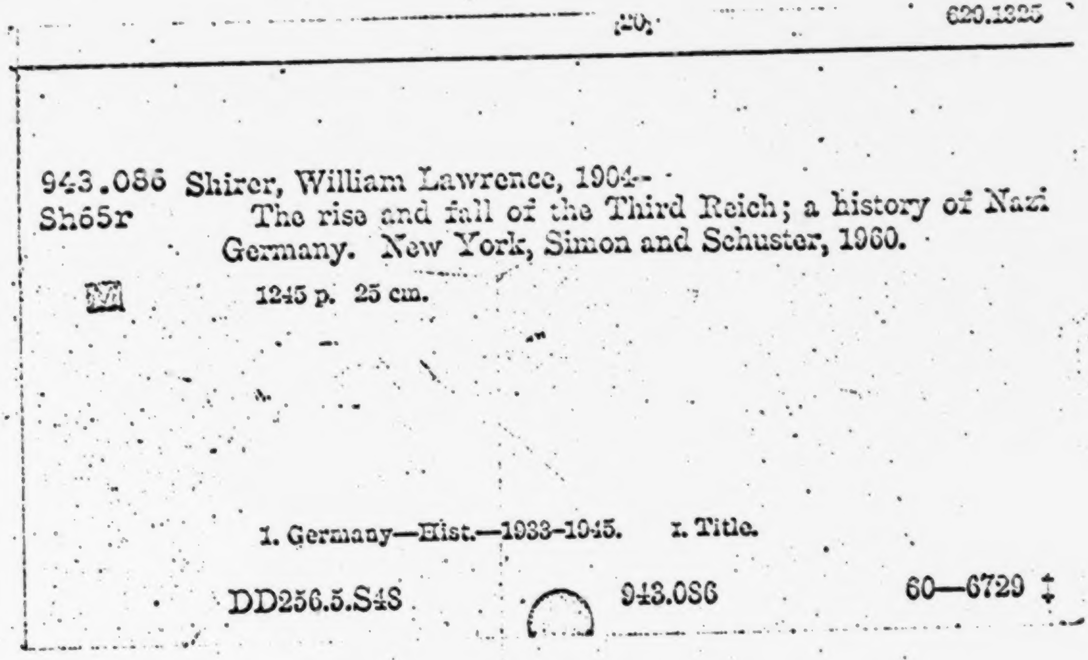

20. 620.1325

943.086 Shirer, William Lawrence, 1904-
Sh65r The rise and fall of the Third Reich; a history of Nazi Germany. New York, Simon and Schuster, 1960.

1245 p. 25 cm.

1. Germany—Hist.—1933-1945. I. Title.

DD256.5.S48 943.086 60—6729 ‡

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

	Class	Lang. 1	Lang. 2
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Publication Type

	Biblio.	Form	Conf.	Juvenile
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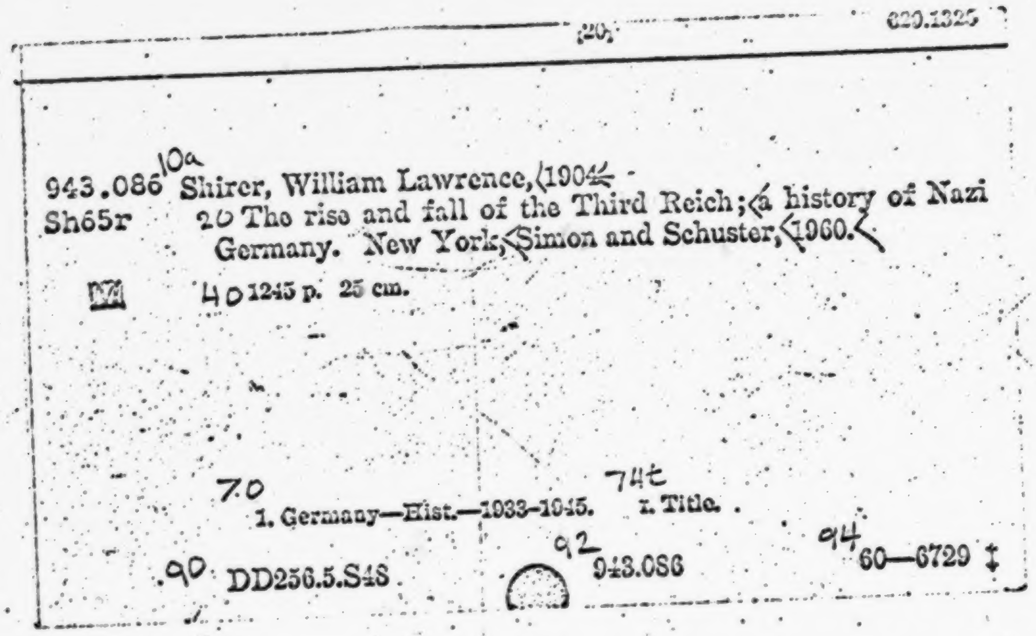
10/15/67

II.3



20 820.1325

943.086 10a Shirer, William Lawrence,<1904< -
Sh65r 20 The rise and fall of the Third Reich;<a history of Nazi
Germany. New York,<Simon and Schuster,<1960.<

40 1245 p. 25 cm.

70 1. Germany—Hist.—1933-1945. 74t I. Title.

90 DD256.5.S48 92 943.086 94 60—6729 ‡

INPUT WORKSHEET

Publication Data

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Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl
32	1	1 M	1	1	1

12/15/67

II, 4

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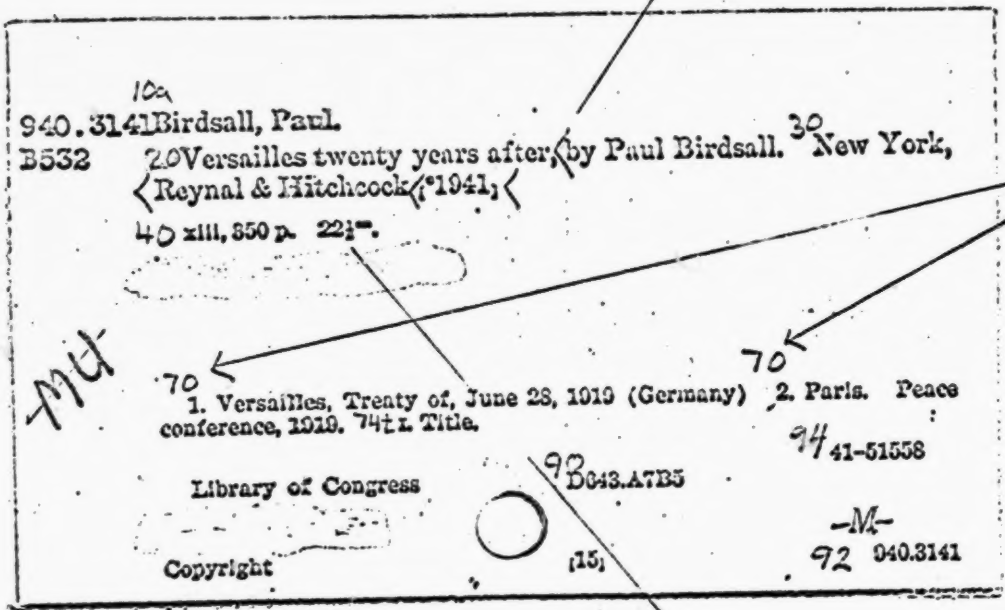

10a
940.3141Birdsall, Paul.
B532 20Versailles twenty years after,<by Paul Birdsall. 30New York,
<Reynal & Hitchcock<[c1941]<
40 xiii, 350 p. 22½cm.

MU

70 1. Versailles, Treaty of, June 28, 1919 (Germany) 70 2. Paris. Peace conference, 1919. 74 I. Title.

94 41-51558

Library of Congress 93 D643.A7B5

-M-

Copyright [15] 92 940.3141

All subject headings are tagged 70

Fractional centimeter "rounded off" to next higer one

INPUT WORKSHEET

Publication Data

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Language

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Publication Type

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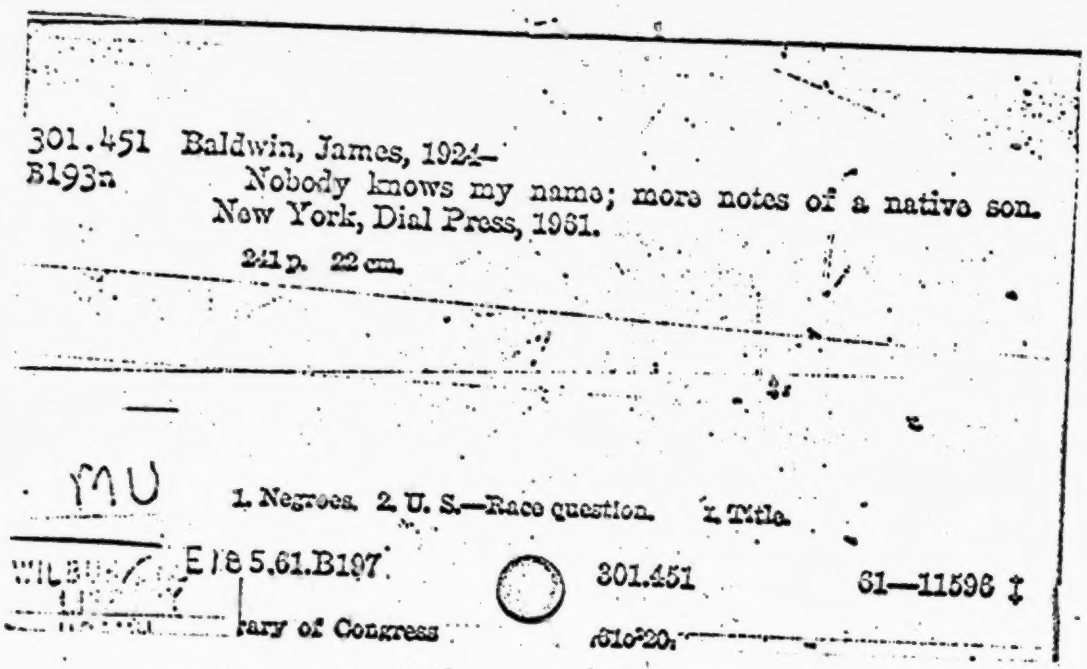

301.451 Baldwin, James, 1924-
B193n
Nobody knows my name; more notes of a native son. New York, Dial Press, 1961.
241 p. 22 cm.

MU

1. Negroes. 2. U. S.—Race question. I. Title.

WILBU

E185.61.B197 301.451 61—11596 ‡

ary of Congress [61e20]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

	Class	Lang. 1	Lang. 2
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Publication Type

	Biblio.	Form	Conf.	Juvenile	
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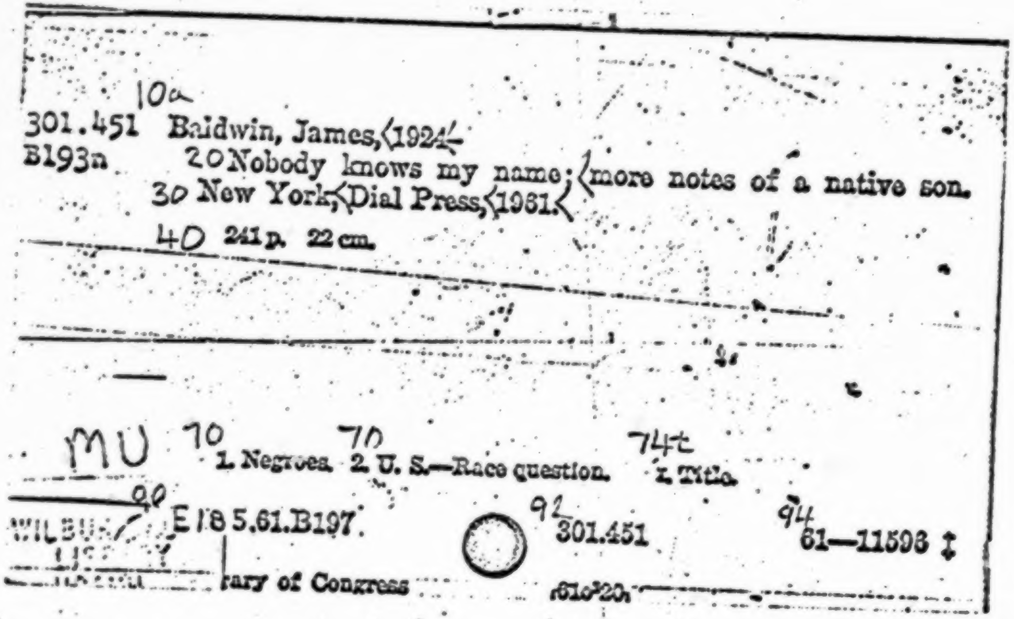
12/15/67

II. 6



10a
301.451 Baldwin, James,<1924-
B193n 20 Nobody knows my name; <more notes of a native son.
30 New York, <Dial Press, <1961. <
40 241 p. 22 cm.

MU 70 1. Negroes. 70 2. U. S.—Race question. 74t I. Title.

90 E185.61.B197. 92 301.451 94 61—11596 ‡

WILBU

ary of Congress 61o20

INPUT WORKSHEET

Publication Data

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Language

	Class	Lang. 1	Lang. 2
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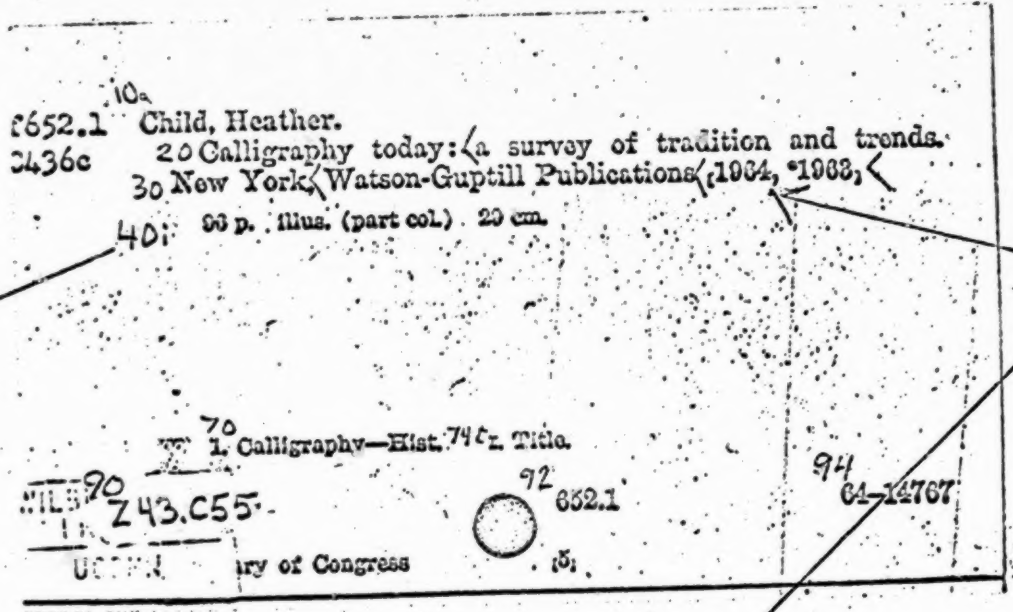
Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1 m	1	1	

12/15/67

II.7



652.1 10a Child, Heather.
436c 20 Calligraphy today: a survey of tradition and trends.
30 New York, Watson-Guptill Publications [1964, ©1963]
40i 93 p. illus. (part col.) 29 cm.

70 1. Calligraphy—Hist. 74 I. Title.

90 Z43.C55 92 652.1 94 64-14767

ary of Congress [5]

imprint and copyright date

Collation. 40i is use with any kind of illus except maps.

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1 M	1	1	

II.8

813
M497
BH834h

Howard, Leon.
Herman Melville, a biography. Berkeley, University of California Press [1951]

xi, 354 p. illus. 24 cm.

1. Melville, Herman, 1819-1891.

PS2386.H6 928.1 51-62667

Library of Congress [15]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile
32	1	1	1	1

7/15/67

II.9

813 10a Howard, Leon.
M497 20 Herman Melville,<a biography. 3a Berkeley,<University of
BH834h California Press<[1951]<

40: xi, 354 p. illus. 24 cm.

70 1. Melville, Herman, 1819-1891.

90 PS2386.H6 92 928.1 94 51-62667

Library of Congress [15]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 5	4 1951	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1 m	1	1	

12/15/67

II.10

Main entry. Part
of name unknown,
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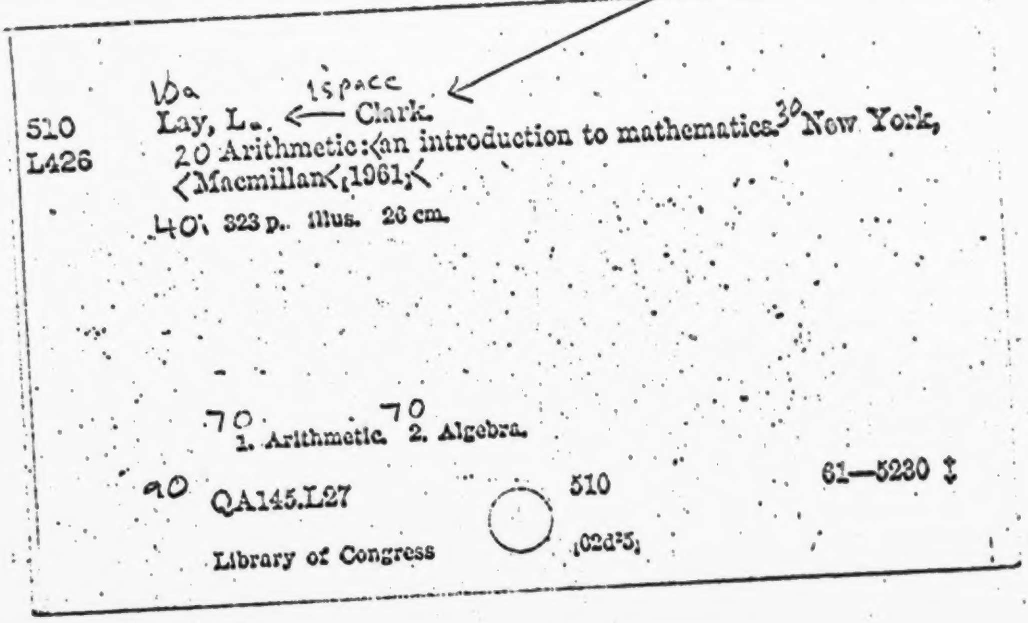

510 10a Lay, L. <— 1 space Clark.
L426 20 Arithmetic:<an introduction to mathematics. 30 New York,
<Macmillan<,1961,<
40 323 p. illus. 26 cm.

70 1. Arithmetic. 70 2. Algebra.

90 QA145.L27 510 61—5230 ‡

Library of Congress [02d²5]

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Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1961	4	4	4	2 26

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1 M	1	1	

II.

371.26 Ahmann, J Stanley.
Ah51ev
Evaluating elementary school pupils [by] J. Stanley Ahmann, Marvin D. Glock [and] Helen L. Wardeberg. Boston, Allyn and Bacon, 1960.

435 p. illus. 24 cm.

1. Educational tests and measurements. I. Title.

LB3051.A56 371.26 60—12251 ‡

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1	1	1	

10 15-67

II. 12

371.26 10a Ahmann, J. <—— 1 space Stanley.
Ah51ev 20 Evaluating elementary school pupils< [by] J. Stanley Ahmann, Marvin D. Glock [and] Helen L. Wardeberg 30 Boston,< Allyn and Bacon,< 1960.<

40 435 p. illus. 24 cm.

✓ 70 1. Educational tests and measurements. 74t I. Title.

90 LB3051.A56 92 371.26 94 60—12251 ‡

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1960	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile
32	1	1 M	1	1

12-15-67

641.57
Sm55 10a Smith, E. <—1 space— Evelyn.
20 A handbook on quantity food management.30 Minneapolis,
<Burgess Pub. Co.,<c1955.<

401 224 p. illus. 28 cm.

~~c.1~~
~~c.2 1961 printing.~~

70 1. Cookery for institutions, etc. 74 I. Title: Quantity food management.

94 TX820.S53 92 641.57 94 55-2970 ‡

Library of Congress [3]

c

Title tracing unlike title in Tag 20
Use 74 not 74t

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1955	4	4	4	2 28

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile
32	1	1 m	1	1

512.86
M949

Murnaghan, Francis Dominic, 1893-
The theory of group representations, by Francis D. Murnaghan ... Baltimore, The Johns Hopkins press, 1938.
xi, 360 p. 23½ cm.

9/56

MU

1. Groups, Theory of. 2. Substitutions, Linear. 3. Matrices.
I. Title: Group representations.

QA171.M87 512.86 38—34068
Library of Congress [53c1] M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1	1	1	

512.86 10a Murnaghan, Francis Dominic,<1893<
M949
20 The theory of group representations,<by Francis D. Murnaghan ..30Baltimore,<The Johns Hopkins press,<1938.<
40 xi, 369 p. 23½ cm.

9/55

MU 70 1. Groups, Theory of. 70 2. Substitutions, Linear. 70 3. Matrices.
74 I. Title: Group representations.

90 QA171.M87 92 512.86 94 38—34068

Library of Congress [53q1] M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1938	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

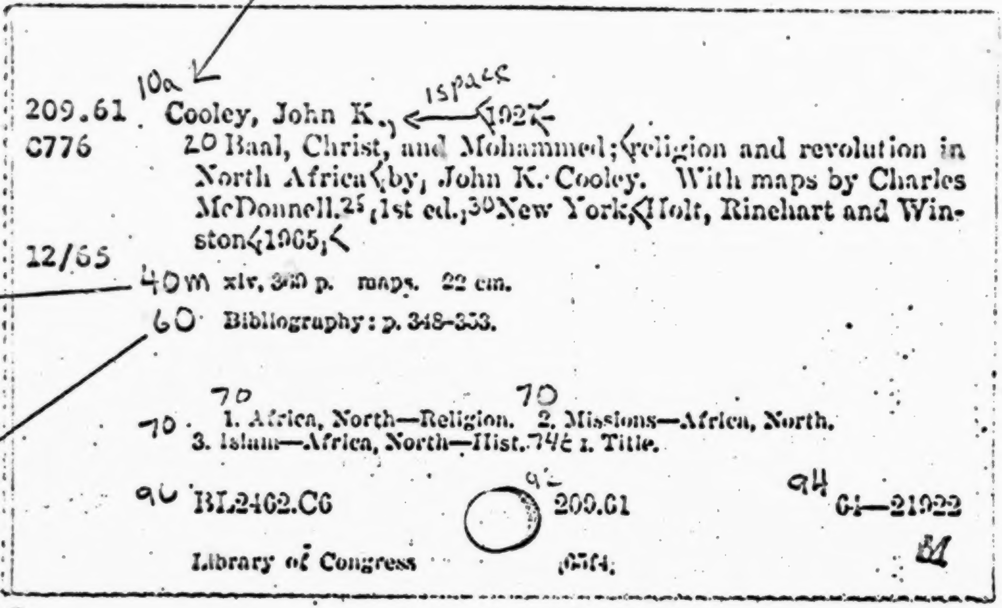
Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1 m	1	1	

12-13-67

II 16

Add period and comma after initial.



209.61 10a Cooley, John K.,< — 1space — <1927<
C776 20 Baal, Christ, and Mohammed;<religion and revolution in North Africa<by, John K. Cooley. With maps by Charles McDonnell.25 ,1st ed.,30 New York;<Holt, Rinehart and Winston<1965,<

12/65

40m xiv, 360 p. maps. 22 cm.

60 Bibliography: p. 348-353.

70 1. 70 Africa, North—Religion. 2. 70 Missions—Africa, North. 3. Islam—Africa, North—Hist. 74t I. Title.

90 BL2462.C6 92 209.61 94 64—21922

Library of Congress ,65f4,

Collation with maps

Use tag 60 for all notes except series statement

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1965	4	4	4	2 22

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1 X	1 M	1	1	

If the title includes or constitutes a bibliography put in an X

II.17

973
D929c

Dupuy, Richard Ernest, 1887–
The compact history of the United States Army. Illus. by Gil Walker. [1st ed.] New York, Hawthorn Books [1956]

318 p. illus. 24 cm.

Includes bibliography.

2/57

1. U. S. Army—Hist. 2. U. S. Army—Military life. 3. U. S.—History, Military. I. Title.

E181.D78 973 56-10839 ‡

Library of Congress [30] M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	
32	1	1	1	1	

12-15-67

II,18

973
D929c

10a Dupuy, Richard Ernest, 1887-
20 The compact history of the United States Army. Illus. by Gil Walker. 25 [1st ed.] 30 New York, Hawthorn Books [1956]

40 318 p. illus. 24 cm.

60 Includes bibliography.

2/57

70 1. U. S. Army—Hist. 70 2. U. S. Army—Military life. 70 3. U. S.—History, Military. 74 I. Title.

90 E181.D78   92 973   94 56-10839 ‡

Library of Congress   [30]   M

INPUT WORKSHEET

Publication Data

23

Key	Date 1	Date 2	Place	Name	Height
1 S	4 1956	4	4	4	2 24

Language

41

Class	Lang. 1	Lang. 2
1 S	4 eng	4

Publication Type

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10-15-67

II, 19

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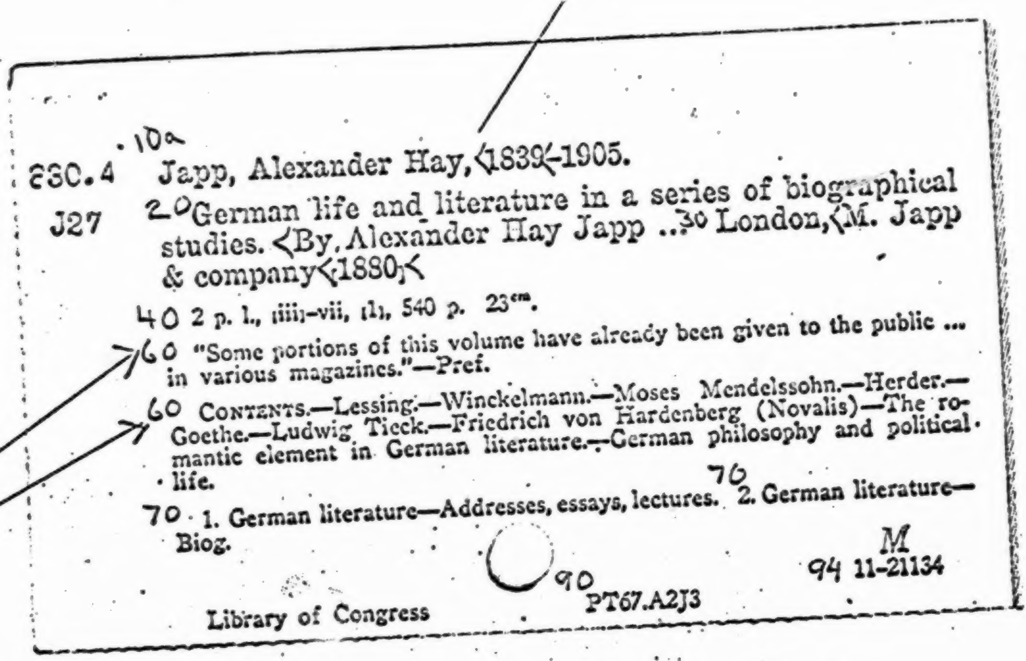

830.4 .10a Japp, Alexander Hay, <1839<-1905.

J27 20German life and literature in a series of biographical studies. <By, Alexander Hay Japp ... 30 London, <M. Japp & company <1880, <

40 2 p. l., [iii]-vii, [1], 540 p. 23cm.

60 "Some portions of this volume have already been given to the public ... in various magazines."—Pref.

60 CONTENTS.—Lessing.—Winckelmann.—Moses Mendelssohn.—Herder.—Goethe.—Ludwig Tieck.—Friedrich von Hardenberg (Novalis)—The romantic element in German literature.—German philosophy and political life.

70 · 1. German literature—Addresses, essays, lectures. 70 2. German literature—Biog.

M

94 11-21134

90 PT67.A2J3

Library of Congress

Use tag 60 for all notes

INPUT WORKSHEET

Publication Data

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29	1 S	4 1880	4	4	4	2 23

Language

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41	1 S	4 eng	4

Publication Type

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32	1	1 M	1	1	

II.20

330.92 Ely, Richard Theodore, 1854– 1943.
EL94 Ground under our feet; an autobiography, by Richard T. Ely. New York, The Macmillan company, 1938.

xi p., 2 l., 330 p. front., pl., ports. 22^{cm}.

"First printing."
"Chronological bibliography": p. 309–328.

MU

1. Title.

38-35234

Library of Congress HB119.E5A3

M

Copyright A 122703 [15] 923.373

INPUT WORKSHEET

Publication Data

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Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

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12-15-67

II, 21

330.92 10a Ely, Richard Theodore,<1854< 1943.
EL94 20 Ground under our feet;<an autobiography,<by Richard T. Ely30 New York,<The Macmillan company,<1938.<

40i xi p., 2 l., 330 p. front., pl., ports. 22cm.

60 "First printing."
60 "Chronological bibliography": p. 309-323.

MU

74b I. Title.

Library of Congress 90 HB119.E5A3 94 38-35234

Copyright A 122703 [15] 92 923.373

INPUT WORKSHEET

Publication Data

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Language

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Publication Type

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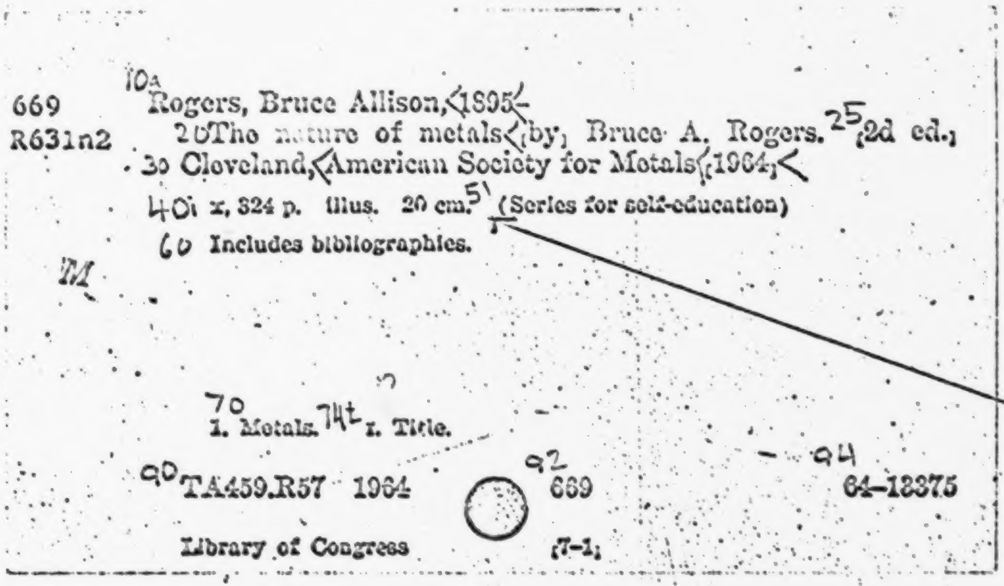
ENCODING LESSON 111



669 10A Rogers, Bruce Allison,<1895<-
R631n2 20 The nature of metals<[by] Bruce A. Rogers. 25 [2d ed.]
30 Cleveland,<American Society for Metals<[1964]<
40 ix, 324 p. illus. 20 cm. 51 (Series for self-education)
60 Includes bibliographies.

M

70 1. Metals. 74t I. Title.

90 TA459.R57 1964 92 669 - 94 64-12375

Library of Congress [7-1]

Series
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or traced in
other than the
form in the
series note

INPUT WORKSHEET

Publication Data

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Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 M	1	1	1

III.2

811.5 McGinley, Phyllis, 1905-
M175X Sixpence in her shoe. New York, Macmillan [1964]
vi, 281 p. 21 cm. (A Macmillan career book)
Autobiographical.

4/65

1. Title.
PS3525.A23293Z5 1964 818.52 64-15460
M
Library of Congress [64q63]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

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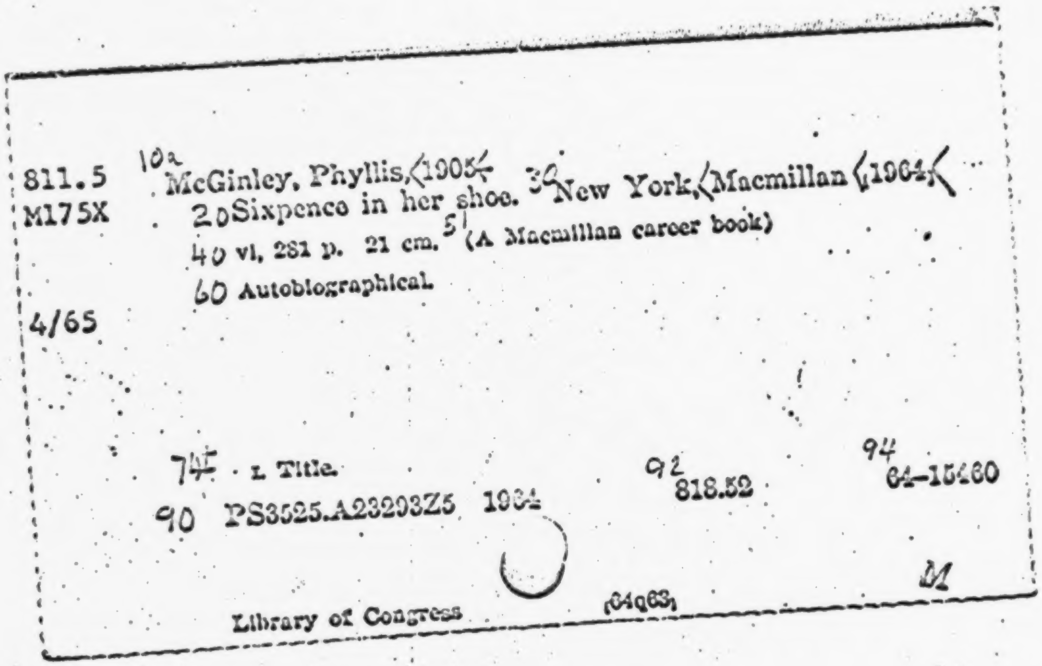
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile
32	1	1	1	1

III. 3



811.5 10a McGinley, Phyllis,<1905-< 30 New York,<Macmillan<1964,<
M175X 20 Sixpence in her shoe.
40 vi, 281 p. 21 cm. 51 (A Macmillan career book)
60 Autobiographical.

4/65

74 I. Title.
90 PS3525.A23293Z5 1964 92 818.52 94 64-15460

Library of Congress [64q63] M

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Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Publication Type

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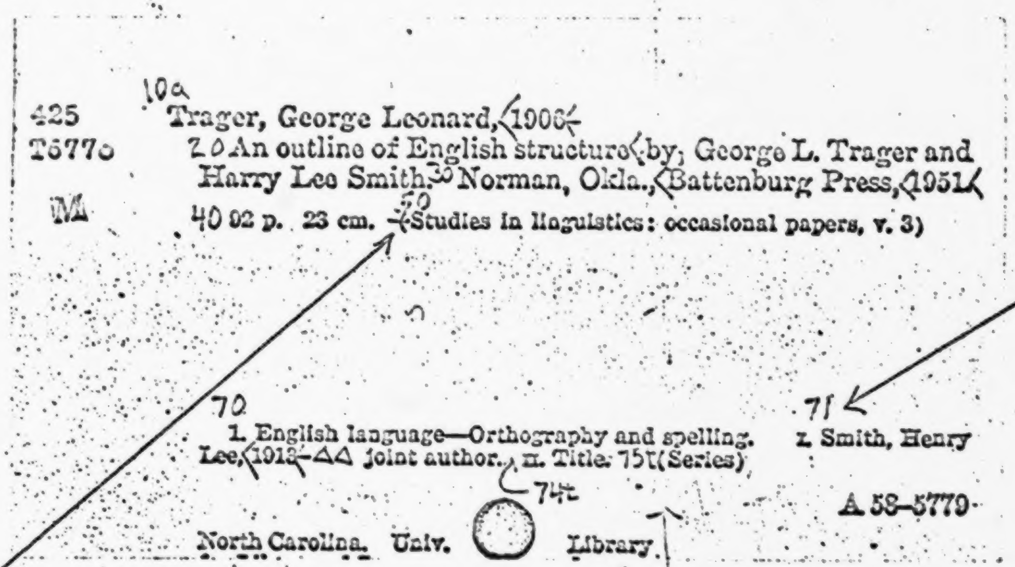

425 10a Trager, George Leonard, <1906<

T577o 20 An outline of English structure <by, George L. Trager and Harry Lee Smith. 30 Norman, Okla., <Battenburg Press, <1951<

M 40 92 p. 23 cm. 50 <(Studies in linguistics: occasional papers, v. 3)

70 1. English language—Orthography and spelling. 71 I. Smith, Henry Lee, <1913-ΔΔ joint author. 74t II. Title. 75t (Series)

A 58-5779

North Carolina. Univ. Library

71 = Personal name added entry with delimiters as if it were an author. The 2 Δ's are "fixed spaces" and they reserve space so that death dates can be inserted without rekeying the entire record

50 = Series traced as it is in the series statement.

75t = series entered under title tracing

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

	Class	Lang. 1	Lang. 2
41	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

II. 5

379.14
Sch65.
no.7

9/65

Garber, Lee Orville, 1900–
The law governing school property and school-building construction, by Lee O. Garber and Newton Edwards. Danville, Ill., Interstate Printers and Publishers [1964]
viii, 116 p. 17 cm. (School law casebook series, no. 7)
Bibliography: p. 116.

1. School-houses—Contracts and specifications—U. S. I. Edwards, Newton, 1889– joint author. II. Title. (Series)

371.602673 64–16119

Library of Congress [5]

M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

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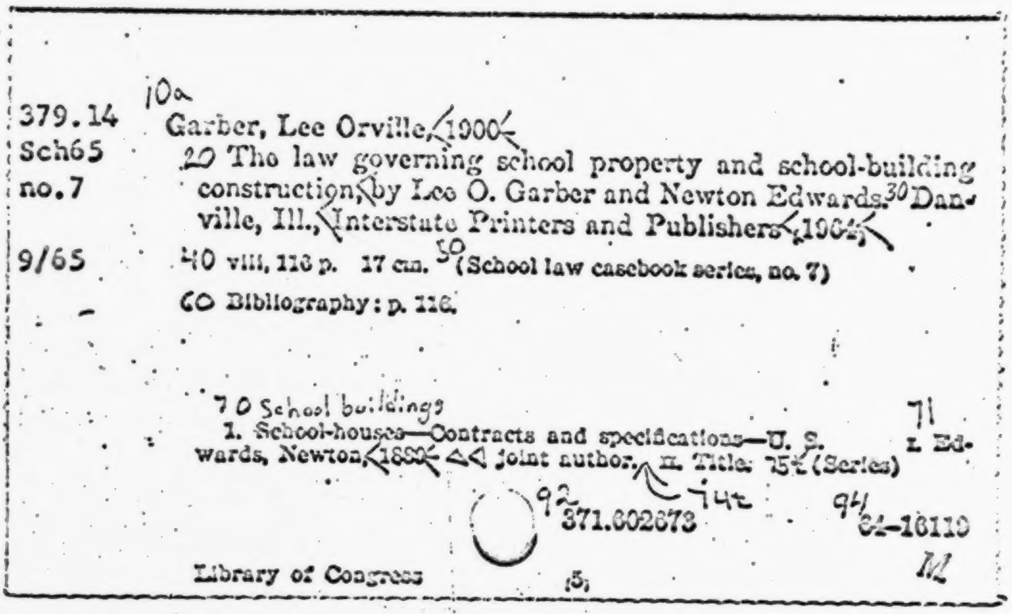

379.14 10a Garber, Lee Orville, 1900-
Sch65 20 The law governing school property and school-building
no.7 construction, by Lee O. Garber and Newton Edwards. 30 Danville, Ill., Interstate Printers and Publishers, 1964,

9/65 40 viii, 118 p. 17 cm. 50 (School law casebook series, no. 7)

60 Bibliography: p. 118.

70 School buildings
1. ~~School-houses~~—Contracts and specifications—U. S. 71 I. Edwards, Newton, 1880- joint author. II. Title. 75t (Series) 74t

92 371.602673 94 64-16119

Library of Congress [5] M

(This is a law book without a LC call no. Sorry)

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
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Language

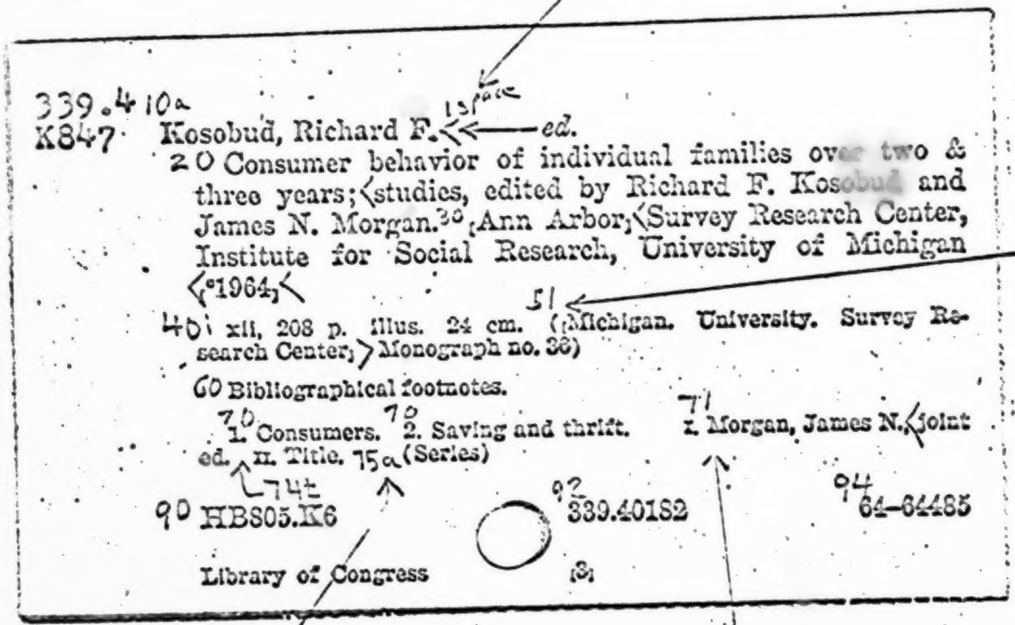
	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile
32	1	1 M	1	1

III. 7

Delimiter before relator term



339.4 10a
K847 Kosobud, Richard F. 13 pace <← ed.
20 Consumer behavior of individual families over two & three years;<studies, edited by Richard F. Kosobud and James N. Morgan.30 [Ann Arbor]<Survey Research Center, Institute for Social Research, University of Michigan <[c1964]<
40 xii, 208 p. illus. 24 cm. 51 ([Michigan. University. Survey Research Center]> Monograph no. 38)
60 Bibliographical footnotes.
70 1. Consumers. 70 2. Saving and thrift. 71 I. Morgan, James N.<joint ed. 74t II. Title. 75a (Series)
90 HB805.K6 92 339.40182 94 64-64485
Library of Congress [3]

51 = Series traced as it is in the series statement. Parentheses lined out. Note use of other kind of delimiter (>) not < to separate series author from series title.

75a = series tracing with author and title.

Delimiter before relator (phrase showing relation of a person to a work).

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 s	4 1964	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
11	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 M	1	1	1

II. 8

370.9481 Huus, Helen, 1913-
H979 The education of children and youth in Norway. [Pittsburgh] University of Pittsburgh Press [1960]
1960

xxiii, 247 p. diagr., tables. 23 cm. (Pittsburgh. University. Studies in comparative education, no. 3)

10/60 Bibliography: p. 229-236.

MU

1. Education—Norway. I. Title. (Series)

LA891.H8 370.9481 60-6824

Library of Congress [3] *M*

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

III.9

370.9481 Huus, Helen, 1912-
H979 The education of children and youth in Norway. Pitts-
1960 burgh, University of Pittsburgh Press, 1960.

xxiii, 247 p. diagr., tables. 23 cm. (Pittsburgh. University. Studies in comparative education, no. 3)

10/60 Bibliography: p. 220-233.

MU

1. Education—Norway. I. Title. (Series)

LA891.H8 370.9481 60-6824

Library of Congress [3] M

Handwritten field codes on the card: 10a (Huus, Helen), 20 (title), 30 (Pittsburgh), 50 (1960), 40 (xxiii), 60 (Bibliography), 70 (1. Education—Norway), 74t (I. Title), 75a (Series), 90 (LA891.H8), 92 (370.9481), 94 (60-6824)

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1960	4	4	4	2 23.

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 M	1	1	

III 10

Delimiter separates relator term from personal entry

10a
510.7834 Fox, Leslie,<ed.
F832a 20 Advances in programming and non-numerical computation,<edited by L. Fox.25 [1st ed.] 30 Oxford, New York,<Symposium Publications Division, Pergamon Press<[1966]<
40 viii, 218 p. illus. 24 cm. 51 (Proceedings of summer schools organised by the Oxford University Computing Laboratory and the Delegacy for Extra-mural Studies, v. 3)
60 Based on the proceedings of a summer school held in Oxford in 1963.
60 Includes bibliographies.
70 1. Programming (Electronic computers) 2. Electronic data processing. 74t I. Title. 75a (Series: Oxford. University. Computing Laboratory.> Proceedings of summer schools organised by the Oxford University Computing Laboratory and the Delegacy for Extra-mural Studies, v. 3)

Wit 90 QA76.F64 1966 92 651.8 94 65-18420
[Libr]ary of Congress [14-1]

51 = Series not traced as in series note.

75a Series with an author not entered as in series note. Note delimiter between author and title. Parentheses and "Series:" lined out.

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1966	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
41	1 s	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 M	1	1	1

351.6
Ar67s

URI

Aronson, Sidney H

Status and kinship in the higher civil service; standards of selection in the administrations of John Adams, Thomas Jefferson, and Andrew Jackson. Cambridge, Harvard University Press, 1964.

xiii, 274 p. diagrs., tables. 22 cm. (A Publication of the Center for the Study of the History of Liberty in America)

Includes bibliographical references.

1. U. S.—Officials and employees—Appointment, qualifications, tenure, etc. 2. U. S.—Hist.—1783-1865. I. Title. (Series: Harvard University. Center for the Study of the History of Liberty in America. Publication)

JK731.A7 351.130973 64-11120

ary of Congress [5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

3

351.6 10 Aronson, Sidney H.
Ar67s 20 Status and kinship in the higher civil service; standards of selection in the administrations of John Adams, Thomas Jefferson, and Andrew Jackson. 30 Cambridge, Harvard University Press, 1964.

40 xiii, 274 p. diagrs., tables. 22 cm. (A Publication of the Center for the Study of the History of Liberty in America)

URI

Includes bibliographical references.

70 1. U. S.—Officials and employees—Appointment, qualifications, tenure, etc. 2. U. S.—Hist.—1783-1865. I. Title. (Series: Harvard University. Center for the Study of the History of Liberty in America. Publication)

90 JK731.A7 92 351.130973 94 64-11120

Library of Congress [5]

INPUT WORKSHEET

Publication Data

29

Key	Date 1	Date 2	Place	Name	Height
1 S	4 1964	4	4	4	2 22

Language

41 -

Class	Lang. 1	Lang. 2
1 S	4 eng	4

Publication Type

32

Biblio.	Form	Conf.	Juvenile	Suppl.
1 X	1 M	1	1	1

III 14

Library of Congress

531.38
M317b

10a Mansfield, Eric Harold, 1923-
20 The bending and stretching of plates. 30 [Oxford] New York, Pergamon Press; distributed in the Western Hemisphere by Macmillan, New York, 1964.

40 xii, 148 p. illus. 24 cm. 21 (International series of monographs on aeronautics and astronautics. Division 1: Solid and structural mechanics, v. 6)

60 Includes bibliographies.

70 1. Elastic plates and shells. 74t I. Title. 75t (Series: International series of monographs in aeronautics and astronautics. Division 1: Solid and structural mechanics, v. 6)

Series entered under title, but not as in series.

90 QA935.M36 1964 92 531.38 94 61—18328

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1964	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 M	1	1	1

915.1
H86c

Hu, Shih, 1891-1962.

The Chinese renaissance. 2d ed., with introd. by Hyman Kublin. New York, Paragon Book Reprint Corp., 1963.

110 p. 23 cm. (The Haskell lectures in comparative religion, 1933)

MU

1. China—Civilization. 2. Civilization, Occidental. 3. China—Intellectual life. 4. China—Religion. 5. Japan—Civilization. I. Title. (Series: Haskell lectures in comparative religion, University of Chicago, 1933)

DS721.H7 1963 ○ 915.1 63-21052

Library of Congress [5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

III, 16

915.1 10
H86c Hu, Shih, 1891-1962.

20 The Chinese renaissance. 25 2d ed., with introd. by Hyman Kublin 30 New York, 35 Paragon Book Reprint Corp., 1963.

40 110 p. 23 cm. (The Haskell lectures in comparative religion, 1933)

MU

70 1. China—Civilization. 70 2. Civilization, Occidental. 70 3. China—Intellectual life. 104 4. China—Religion. 105 5. Japan—Civilization. 14t I. Title. 75t (Series: Haskell lectures in comparative religion, University of Chicago, 1933)

90 DS721.H7 1963 92 915.1 94 63-21052

Library of Congress [5]

INPUT WORKSHEET

Publication Data

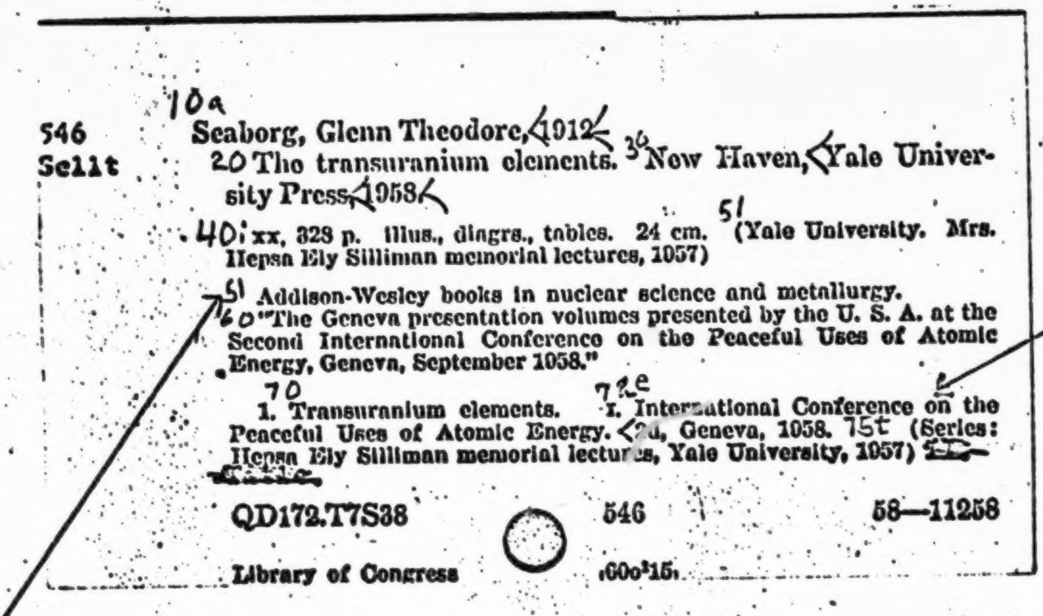
	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1963	4	4	4	2 23

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1



10a
546 Seaborg, Glenn Theodore, <1912<
Sellt 20 The transuranium elements. 30 New Haven, <Yale University Press, <1958<

40 xx, 328 p. illus., diagrs., tables. 24 cm. 51 (Yale University. Mrs. Hepsa Ely Silliman memorial lectures, 1957)

51 Addison-Wesley books in nuclear science and metallurgy.
60 "The Geneva presentation volumes presented by the U. S. A. at the Second International Conference on the Peaceful Uses of Atomic Energy, Geneva, September 1958."

70 1. Transuranium elements. 72e I. International Conference on the Peaceful Uses of Atomic Energy. <2d, Geneva, 1958. 75t (Series: Hepsa Ely Silliman memorial lectures, Yale University, 1957) ~~[illegible]~~

QD172.T7S38 546 58—11258

Library of Congress [60o2 15]

72e = Miscellaneous corporate body added entry

51 = Second series note always tagged with 51 even if traced; if 2d series is traced the data is always in the tracing. Third, 4th, etc. are treated the same.

INPUT WORKSHEET

Publication Data

29

Key	Date 1	Date 2	Place	Name	Height
1 S	4 1958	4	4	4	2 24

Language

41

Class	Lang. 1	Lang. 2
1 S	4 eng	4

Publication Type

32

Biblio.	Form	Conf.	Juvenile	Suppl.
1	1 m	1	1	1

III, 18

Library of Congress ₍52t1₎

Q
622.5 Temple, Kenneth Loren, 1918-
T247d

Drainage from bituminous coal mines, by Kenneth L. Temple and W. A. Koehler. An investigation sponsored by Bituminous Coal Research, inc. ₍Morgantown₎ 1954.

35 p. illus., tables. 28 cm. (₍West Virginia. University₎ Engineering Experiment Station. Research bulletin no. 25)

West Virginia University bulletin, ser. 54, no. 4-1.
Bibliography: p. 29-35.

1. Mine drainage. 2. Thiobacillus thiooxidans. 3. Bituminous coal. I. Koehler, Walter Allos, 1893- joint author. II. Title. (Series)

TN321.T4 622.57 A 54-9229

Kanawha Co., W. Va. Public Library

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

III.19

Library of Congress (52t1)

2 10a
622.5 Temple, Kenneth Loren, 1918-
T247d 20 Drainage from bituminous coal mines, by Kenneth L. Temple and W. A. Koehler. An investigation sponsored by Bituminous Coal Research, inc. 30 (Morgantown) 50 1954.

40 35 p. illus., tables. 28 cm. ((West Virginia. University) Engineering Experiment Station.) Research bulletin no. 25)

51 West Virginia University bulletin, ser. 54, no. 4-1.
60 Bibliography: p. 20-35.

70 1. Mine drainage. 70 2. Thiobacillus thiooxidans. 70 3. Bituminous coal.
71 I. Koehler, Walter Allos, 1893- ΔΔ joint author. II. Title. 75a (Series)

90 TN321.T4 92 622.57 74t 94 A 54-9220

Kanawha Co., W. Va. Public Library

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 s	4 1954	4	4	4	2 28

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 m	1	1	1

III.20

Library of Congress

408
In2p
no.32

10a Levin, Norman Balfour.
20 The Assiniboine language. 30 Bloomington, <Indiana University, <1964. <
51
40 vii, 166 p. 26 cm. (Publication of the Indiana University Research Center in Anthropology, Folklore, and Linguistics, 32)

5| International journal of American linguistics, v. 30, no. 3, pt. 2.

70 1. Assiniboin language. 74 I. Title. 75a (Series: Indiana. University. Research Center in Anthropology, Folklore, and Linguistics. Publication 32) 75b Series: International journal of American linguistics, v. 30, no. 3, pt. 2)

94 64-63943

90 PM101.I 5 vol. 30, no. 3, pt. 2
80 ——— Copy 2. < PM635.L45
1 space

Copy 2 data: tag 80

2 series traced: 75a and 75b

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1964	4	4	4	2 26

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 m	1	1	1

III.21

S599
H6

Hoore, J L d'

Soil map of Africa, scale 1 to 5 000 000: explanatory monograph, by J. L. d'Hoore. Lagos, 1964.

205 p. fold. maps (part col.) 24 cm. (Commission for Technical Co-operation in Africa. Joint project no. 11)

Commission for Technical Co-operation in Africa. Publication no. 93.

Includes bibliographies.

1. Soils—Africa. I. Title. (Series. Series: Commission for Technical Co-operation in Africa. Publication no. 93)

AZ800.S35 no. 93 65—5503

Library of Congress [66b1]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

III 22

S599 10a Hoore, J. ← 1 space L. ← 1 space d'
H6
20 Soil map of Africa, <scale 1 to 5 000 000: <explanatory monograph, by J. L. d'Hoore. 30 Lagos, <1964. <

40m 205 p. fold. maps (part col.) 24 cm. 50 (Commission for Technical Co-operation in Africa. > Joint project no. 11)

51 Commission for Technical Co-operation in Africa. Publication no. 93.

60 Includes bibliographies.

70 1. Soils—Africa. 74t I. Title. 75a :(Series. 75a Series: Commission for Technical Co-operation in Africa. > Publication no. 93)

94 65—5503

90 AZ800.S35 no. 93

Library of Congress [66b1]

INPUT WORKSHEET

Publication Data

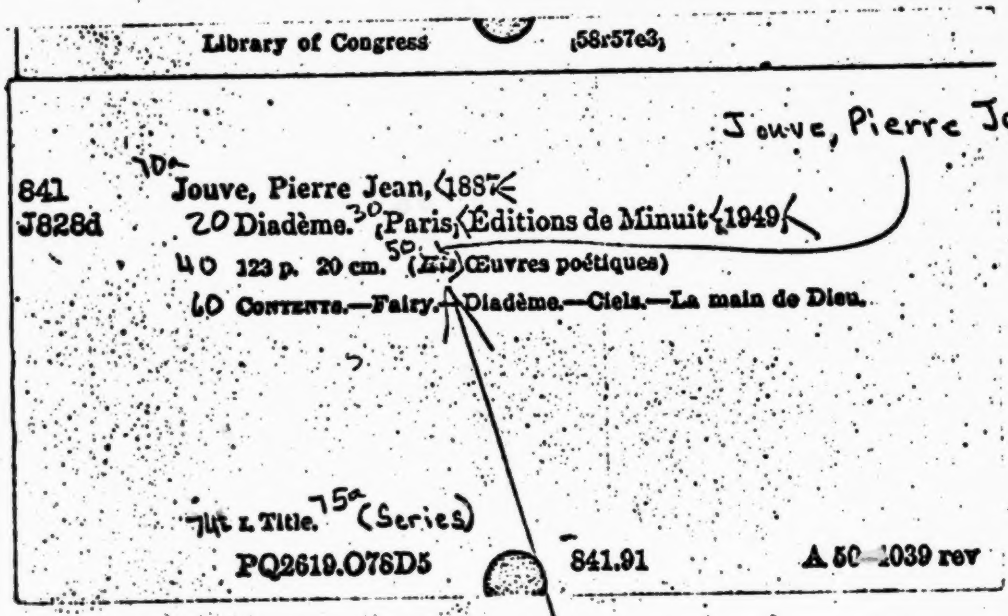
	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1964	4	4	4	2 24

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1 X	1 M	1	1	1



Library of Congress ₍58r57e3₎

841 70a Jouve, Pierre Jean, 1887-
J828d 20 Diadème. 30 ₍Paris₎ Éditions de Minuit ₍1949₎
40 123 p. 20 cm. 50 (~~His~~ Œuvres poétiques)
60 CONTENTS.—Fairy.—Diadème.—Ciels.—La main de Dieu.

74t I. Title. 75a (Series)
PQ2619.O78D5 841.91 A 50-1039 rev

Jouve, Pierre Jean, 1887-

Series by author of the title cataloged; substitute author entry for pronoun.

INPUT WORKSHEET

Publication Data

29

Key	Date 1	Date 2	Place	Name	Height
1 s	4 1949	4	4	4	2 20

Language

41

Class	Lang. 1	Lang. 2
1 s	4 fre	4

Publication Type

32

Biblio.	Form	Conf.	Juvenile	Suppl.
1	1 m	1	1	1

III.24

823.91 Monsarrat, Nicholas, 1910–
M758f A fair day's work. New York, W. Sloane Associates, 1964.

191 p. 21 cm. (His: Signs of the times, 3)

5/64

1. Title. (Series)

PZ3.M7573Fai 64-15478

Library of Congress [5] M

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1	4	4	4	4	2

Language

	Class	Lang. 1	Lang. 2
41	1	4	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1	1	1	1

III.25

823.91 10a Monsarrat, Nicholas, <1910<
M758f 20 A fair day's work.<30 New York,<W. Sloane Associates,
<1964<
40 191 p. 21 cm. 50 (~~His~~ >Signs of the times, 3)
5/64

Monsarrat, Nicholas, 1910—

74t I. Title. 75a (Series)

90 PZ3.M7573Fai 94 64-15478

M-

Library of Congress [5]

INPUT WORKSHEET

Publication Data

	Key	Date 1	Date 2	Place	Name	Height
29	1 S	4 1964	4	4	4	2 21

Language

	Class	Lang. 1	Lang. 2
41	1 S	4 eng	4

Publication Type

	Biblio.	Form	Conf.	Juvenile	Suppl.
32	1	1 M	1	1	1

open and you can speak a little of the language, you are likely to have a charming hour or two with a hard-working, interesting colleague of that country. The first few minutes are critical, of course, and the visitor must establish rapport. But once this is done, the local librarian usually will go to extreme lengths to show resources, discuss problems, and extend other courtesies.

Also, while a letter of introduction or telephone call is recommended for visits to large libraries, I have been warmly welcomed by minor employees of these libraries, once they learned I was an American librarian.

A SHAW & DILLON VOTE!

Gertrude L. Annan, Librarian, New York Academy of Medicine:

I have not added to *LJ* fan mail in some time and I have no controversial topic to liven your pages. However, I do want to thank you for the two leading articles in the September 1 issue ("Quo Vadis?," by Ralph R. Shaw, p. 2881-84; "The Fine Art of Abdicating Responsibility," by Richard H. Dillon, p. 2885-88). They are of equal importance in pointing out today's diversive problems. I am also grateful to the authors for providing a number of very quotable statements.

LITTLE MAGS A BARGAIN

Peter Gellatly, Serials Librarian, University of Washington Libraries, Seattle:

My article on little mags in Bill Katz's column, as edited, makes me appear to say that little mags are expensive (*LJ*, August, p. 2745). But my feeling is the exact opposite.

It seems to me that little mags are, in general, a bargain. Certainly no one who knows that their usual price is $3 for four issues is likely to complain that he has to pay too much for them. And considering what he gets for his money (even if it turns out, as sometimes, not to be a full subscription), the bargain is one to "sing" about. The fact is that the little mags are at least as entertaining and useful as the biggest part of their more auspicious and highly-priced competitors.

GOLDWATER ANTIDOTE

Peter Draz, Chief, Bureau of Editorial Reference, Time Inc., New York:

Personally, I think "Midstream or Midwest" is right on the button (*LJ*, September 1, p. 2861)! I cannot help but observe that for me, this partially makes up for the 1964 Goldwater editorial (*LJ*, October 15, 1964, p. 3926-27).

CONVERSION TABLES

Mrs. Marie M. Henshaw, formerly Assistant Editor, Decimal Classification Office, Library of Congress:

Pity the poor taxpayer whose pockets are being picked constantly to finance wholly unnecessary schemes!

As a case in point, consider the project outlined in the August issue of *Library Journal* (p. 2692), where the U.S. Office of Education will donate $8,588.98 of the taxpayers' money to Stuart C. Sherman "to develop a system to reclassify older books . . . from Dewey to LC." Why, when the Council on Library Resources has already allocated $2000 to Desmond Taylor and Raimund Matthis to produce a similar device? After all, a conversion table is a conversion table is a conversion table.

Furthermore, consider the fact that the library profession could have had, through the Library of Congress, a device making it possible to convert not only from Dewey to LC, but also from LC to Dewey. Such schedules would eliminate the need to reclassify ever. *LJ* has in its possession the manuscript which the Library of Congress refused to grant permission to publish, even though ALA requested it in a letter from Mrs. Elizabeth Rodell (executive secretary of the Resources and Technical Services Division) dated October 21, 1966.

Frankly, I am confused. Can anyone un-confuse me?

ED. NOTE—The manuscript to which Mrs. Henshaw refers is an article, with examples, on Dewey-LC, LC-Dewey conversion tables. It will be published in the November 1 issue of *LJ*.

HEARD IS HEARD

J. Norman Heard, Hammond, Louisiana:

The temptation to take issue with the tone, at least, of Sol Malkin's review of *Bookman's Guide to Americana* (*LJ*, July, p. 2540) is great. I feel, however, that after 14 years and four editions, a reference book stands or falls on its usefulness, and the remarks of reviewer or author make little difference. Moreover, I would be out of my league in trading unpleasantries with such a master of invective, so I prefer to permit Mr. Malkin to refute his own diatribe as he did on page 1008 of the *Antiquarian Bookman*, March 9, 1964, by commenting that "a considerable number of bookmen—dealers, collectors, and librarians—have found Heard of great value for quick ready reference."

It is worthy of note that Mr. Malkin had not yet lumped librarians with lost souls, but this was a review of Heard III (as he terms it), not IV. Did he change his mind because of deterioration in the fourth edition? Not at all, for he had already reversed his field and advised the readers of the 1966 *AB Bookman's Yearbook* to avoid Heard's "so-called" *Bookman's Guide to Americana.* I wrote to him then, not questioning his right to criticize the book, but suggesting that an explanation of what seemed to be a somewhat inconsistent point of view might be in order. Properly for a man of his standing, he did not dignify my letter with a direct reply but published it in *AB* with a comment to the effect that he had done me a favor by deigning to review the book at all. Well, now he has done me another favor and it would be churlish of me to fail to express my warmest sentiments for the review and for the concern he expressed over the state of my soul. The next time I see my confessor I'll tell him Sol sent me.

RARE AMERICANA

Casper L. Jordan, Supervisor, Technical Processes, Nioga Library System, 2510 Seneca Avenue, Niagara Falls, New York 14305:

Recently I came across a book which had been described by Frances Russell in the article "The Four Mysteries of Warren Harding," appearing in the April 1963 *American Heritage*, as "one of the rarest items in American historical bibliography . . . "

I refer to *Warren Gamaliel Harding, President of the United States, A Review of Facts Collected from Anthropological, Historical, and Political Researches,* written by William Estabrook Chancellor, formerly professor of Economics, Politics, and Social Sciences at Wooster College.

If any library is interested in obtaining a microfilm or Xerox copy of this rare Americana, please write to the above.

INACCURATE IMPLICATIONS

James O. Wallace, Librarian, San Antonio College, Texas:

The article by David Peele in the September 1 issue of *Library Journal* ("Community College Libraries: Problems and Prospects," p. 2898-2901) is quite disturbing because of its title, which does not reflect the extreme limitations of the article to the situation existing only in New York. The casual reader too frequently is misled by such a generalization into false assumptions. Thus the statement that none of the junior college libraries meet ALA standards, coupled with the title and the absence of qualifications linking the statement to implied limitations, would lead some to interedition, unabridged: "Therefore take no thought, saying, What shall we eat? or, What shall we drink? or, Wherewithal shall we be clothed? (For after all these things do the Nonprofessionals seek.) For your boss knoweth that ye have need of all these things. But seek ye first the kingdoms of specialized knowledge, high standards of achievement and conduct, continued study, and the rendering of a public service, and all these other things shall be added unto you." (For the phrase "all these other things," you may substitute the word "cash.")

There does seem to be a connection, whether mystical or strictly cause and effect, between the degree to which librarians apply themselves to the goals set forth in my text, and the degree of professionalism (cash) which they ultimately attain.

In the words of another well-known Reverend, "Keep the faith, baby!"

TITLES AND INDEXING

Mary Wilkie, Social Science Department, Kansas City Public Library, Missouri:

Pertinent titles affixed to a work facilitate the indexing of that work, particularly if optical scanning devices are used. Librarians have urged the writers in technological fields to give titles indicative of the content to works.

Could an indexer possibly see titles such as "A Dime-Store Paul Revere," "Goals, Myths, and Realities," and "Goin' Down the Road Feelin' Bad" (*LJ*, October 1), and have a certain idea what the articles' contents are? Shame on library titlers!

CONSULTANT DILEMMA

Alta Parks, Assistant Director, Gary Public Library, Indiana:

Was Kenneth Shaffer quoted correctly in the "Inept Library Consultants . . ." news story in the November 1 *Library Journal* (p. 3946)? If no consultant is to be employed unless he has been a consultant, where do we get a new supply? There are some bases other than mentioned, which might include building a good system or planning and developing a new building, according to needs of the library needing a consultant.

SUBJECT HEADING FILE

Phyllis Joyce, Associate Reference Librarian, University of Massachusetts, Amherst 01003:

We are interested in hearing from any library which is indexing a metropolitan newspaper. Specifically, we would like any information available on setting up a subject heading file.

STOKES ADVOCATES

H. Vail Deale, Director of Libraries, Beloit College, Wisconsin:

"The Trading Stamp Mentality," written by our friendly critic from overseas, Roy Stokes (*LJ*, October 15, p. 3595-3600), is the kind of responsible journalism that we have come to expect from *Library Journal* in recent years. It is a thoughtful, provocative, and challenging discussion of one of the most significant problems facing American librarianship.

I particularly enjoyed Mr. Stokes' paragraphs on "the value of the doctorate," since I share his appraisal that "As things now stand, there is no valid academic reason for demanding the doctorate for any post in librarianship." Librarianship needs to come into the mainstream of academic life, and it cannot effectively do so by ignoring change, alienation of other disciplines, and the pursuit of outmoded programs.

Lesley M. Heathcote, Director of Libraries, Montana State University, Bozeman:

Three cheers for Roy Stokes' article! He has said many things that need to be considered very seriously by all of us in the profession. The quarter (or semester) system does make for a hodge-podge, but it would, no doubt, be difficult for the library school to deviate from the practice of its parent institution.

As for the doctorate in library science, I have long thought it an exercise in futility. The only reason for an advanced degree in librarianship would be in the case of a reference librarian who needs more depth, but in a broad field, and I am still not convinced that a doctorate is the answer.

I am fully in accord with Mr. Stokes that if a librarian is determined to have a doctorate, it should be in one of the conventional fields where there is scope for worthwhile research.

RECLASSIFICATION STUDY

Stuart C. Sherman, Librarian, Providence Public Library, Rhode Island:

I am writing in response to a letter from Mrs. Marie M. Henshaw, which appeared in the October 15 *Library Journal* (p. 3572). The letter referred to the study in which the Providence Public Library is engaged with a grant of $8,588.98 from the U. S. Office of Education to develop a system to reclassify older books in public libraries from Dewey to Library of Congress.

Mrs. Henshaw expressed concern that the Council on Library Resources had already allocated $2000 "to produce a similar device." I want to reassure Mrs. Henshaw and your readers that this study is concerned neither with producing a "device" nor with conversion tables.

The four objectives of this study, as stated in the proposal submitted to the U. S. Commissioner of Education, are as follows:

To uncover the problems of reclassification and processing;

To apply data processing techniques to the task;

To establish procedures for the Providence Public Library and other public libraries to follow;

To provide an accurate cost estimate for the conversion of a large public library collection of books and to determine costs of processing new books.

It is hoped that the following information may be obtained from the results of the pilot study: the actual cost of reclassifying books; the actual cost of processing new books; the practicability of performing the operations outside the library; the costs to be saved by using Providence Public Library personnel for the labor tasks; the costs to be saved by using LC MARC data; the costs to be saved by using data obtained by other reclassified projects. I trust that this will clear up the confusion expressed regarding the study.

MOLZ MALADY

Henry M. Kapenstein, Department of Library Science, Drexel Institute of Technology:

I can only guess why you would want to continue to hold Kathleen Molz up to ridicule by reprinting her article on censorship in the October 1 issue of *LJ* ("The Public Custody of the High Pornography," p. 3373-76). The article was embarrassing to read, first in its original source, then in the "Reference Shelf" reprint, and now in *LJ*, too.

A mistake need not be harped on lest we believe you subscribe to its error also. One cannot weave a pattern of words, salted with uncomfortably-erudite phrases for the Phi Beta Kappa scholar, and keep the woven fabric held together by a reduction of the argument to one factor, then unravel that factor alone in triumph. The intermixture of moral judgments does not make for universality of morality.

Undoubtedly, the trap of setting up conditions of argument, defining the situation without objective standards, and then proceeding to demolish, or at least to limit, the scope of the argument's factors as if that was all there was to it, is easy to succumb to.